

**AIRPORT ADVISORY BOARD MEETING**  
**City of Las Cruces, New Mexico**  
**July 21, 2016**

Members Present: Robert Wood, Chairman; Joe Dearing, Vice-Chairman; Tom Laney; Doug Newton; Ross Palmer and Dennis Zaklan.

Members Absent: Gay Lenzo and City Council Liaison Ceil Levatino.

Others Present: Lisa Murphy, Airport Manager; Lori Romero, Airport Administrative Assistant; David Maestas, Transportation Director; Rusty Chapman, Delta Airport Consultants; Cheryl Rodriguez, Delta Airport Consultants; Jane Lucero, New Mexico Department of Transportation – Aviation Division; Michael Peters, Fire Dept. Lieutenant; Michael Conover, Fire Dept. Driver/Operator; Roy Gardner, Fire Dept. Firefighter; Ramiro Rios, Firefighter; Scott Andre, Francis Aviation; Nick Gogolew, Francis Aviation; Nathan Wilcox, Lynco Flight Services and Ron Karp, Lonestar Aviation.

**CALL TO ORDER:**

Airport Board Chairman, Robert Wood, called the meeting to order at 12:30 p.m. in the conference room located at 8960 Zia Blvd; and a quorum was noted.

**DETERMINATION OF QUORUM AND ACKNOWLEDGMENT OF GUESTS:**

Chairman Wood stated that he had added something to the agenda here. He feels it is important that people attending their meetings here introduce themselves off the bat, so that they know who is here. He asked if they would like to introduce themselves to go around the room and do so. Chairman Wood thanked everyone for doing so and he loves the representation they have here.

**APPROVAL OF MINUTES:**

- a. **June 16, 2016:** Chairman Wood asked if everyone had a chance to review the minutes from last month and asked if there was a motion to accept them. Board Member Newton motioned to approve the minutes; seconded by Board Member Laney. Motion passed, minutes accepted. Vice-Chairman Dearing stated that they were good minutes. Board Member Laney agreed. Chairman Wood stated if you ever have a chance to read Lori's minutes, they are awesome, she is thorough.

## AIRPORT ADVISORY BOARD MEETING MINUTES – July 21, 2016

### Page 2

Lori replied, thank you. Board Member Palmer stated, yes, she does not miss anything.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

a. **Airport Manager's Report:**

Mrs. Murphy read the following report:

#### **Airport Manager's Report July 21, 2016**

**Airport Plan Update:** Rusty Chapman of Delta Airport Consultants will be at the AAB meeting to present a report on the Action Plan progress to date. The Airport Sustainability Analysis has been drafted and provided to Airport Advisory Board members for comment.

**City Council Items:** The assignment of lease for Parcel 13 from Wooten and Lynco to Amador Holding and Leasing Company, LLC was approved by City Council on July 5. There are a few more lease assignments in the pipeline but they are not ready to bring forward yet. Lease assignments are considered routine and are usually approved on the consent agenda.

**NMDOT Maintenance Grant:** The airport has applied for its annual Maintenance Grant from the New Mexico Department of Transportation-Aviation Division. These grants are offered every year to help airports cover the costs of airport maintenance items such as light bulbs, sign panels, herbicide and AWOS service. I applied for the maximum grant amount, \$10,000, as we easily expend this amount every year.

**Big Dumpster:** I have arranged for a large rollaway dumpster to be placed on the east side of the airport to allow airport tenants to clean up the areas around their hangars. It will be here for a month.

**Glider Camp:** The Civil Air Patrol Camp is being held at LRU this year from July 13-23. This camp teaches young people to fly gliders, which is a great opportunity for them.

**National Guard Emergency Exercise:** The National Guard will be conducting an emergency exercise at the airport on August 1. Fire Department and Airport staff will be participating in this event, which will simulate a helicopter crash.

## AIRPORT ADVISORY BOARD MEETING MINUTES – July 21, 2016

### Page 3

**Runway 12/30 Lights:** The Runway 12/30 lights are 95% fixed but we are still working with the electrical contractor to get some parts for the regulator. This should completely fix the problems we have been having.

**Field Trip:** The airport hosted a summer day camp field trip on July 6. The children got to see the medevac helicopter and got a very comprehensive tour of the fire station, including seeing the ARFF truck spray water and foam. They had a good time.

**Landscaping:** The landscaping of some of the bad-looking areas between Harry Burrell and Crawford Boulevards is partially complete. We will continue to work on this area as funding becomes available.

**Taxilane Pavement:** Mrs. Murphy stated that Mr. Maestas has graciously agreed to talk to them about a type of surface treatment they are planning on applying to some of the really badly deteriorated areas. Mr. Maestas stated that many of them have expressed concerns of the taxiway/taxilane, so they wanted to take a look at different options they might have. He spoke to City engineers and people from their operations section about a proposal and one of the things that he thinks is going to be a viable option is what they call a cape seal. It is essentially a two-part roadway resurfacing project. The first part is clean up and prepping the existing taxilane as it exists. The first thing they would do is have their City crews come up and do a chip seal on the roadway. A chip seal is a type of project that has asphalt and aggregate combination to be placed on to the roadway. Step one, they would get a chip seal down on to the taxilane. Their second application would be a micro surface. It is a thin layer that would cover up the aggregate and give it a smoother surface. He went over his power point presentation regarding this proposal. Two things that they have to try to get in place to do this, one is funding. They are working with their Public Works Department and with their airport funding to see if they can get the micro surface covered. The second thing, once they get the funding, is timing with their Public Works Department with the micro surface. Discussion was held.

### **DISCUSSION ITEMS:**

#### **a. Status of Airport Master Plan:**

Mr. Chapman stated that he wanted to go over the Project Status Report which he handed out at today's meeting. He stated to Lisa that there are some items that they are ready to package up as an Appendix to the Action Plan and get them to the FAA and the State, if she is okay with that, so they can be looking at them. Mrs. Murphy replied, yes. Mr. Chapman stated that some of them are actually completed, like the Wildlife Study, the Exhibit "A" property map, the Business Plan, the Sustainability Analysis, which is still being reviewed right now, and Minimum Standards and Rules/Regulations. So they need to package all those up and get them to everybody.

## AIRPORT ADVISORY BOARD MEETING MINUTES – July 21, 2016

### Page 4

The Master Plan itself, the two items they are going to wrap up and some of the discussion on 4-22 will impact what they put in there. They have already drafted much of these which are the Facility Requirements and Alternatives Analysis for the future planning of the airport. In August, they expect to have drafts of these to them, depending what comes out of the 4-22, hopefully they can move on with that. It would also include the airport layout plan drawings, whatever alternative is selected, that would be placed in the airport layout plan drawings.

#### **b. Runway 4-22 Status:**

Mr. Chapman stated that he wanted to go over some information about 4-22. The basic things he wanted to go over is the wind coverage at this airport, FAA has certain standards about that, talk about runway length, the pavement conditions at the airport and then they can talk about some short term/long term options. He stated that most of them are familiar with runway length. He went over the wind coverage which he stated comes out of Chapter One of the Action Plan. Discussion was held.

Mrs. Murphy stated that she had Lori pass out to the Board an AIP Project Order 5100 handout. It talks about the justifications and projects and if they look on the last page it talks about the runway types and eligibility and what AIP will pay for. She stated that this just gives support to what Rusty said. Mr. Chapman stated that the conclusion to all of this by the book, is that they do not need 4-22 and that is what FAA looks at. Discussion was held.

Mr. Chapman stated that he wanted to discuss runway length. He stated that FAA talks about a certain percentage of the fleet to accommodate those aircraft to help compute their runway length. For this airport, they are looking at 95% of the fleet for small aircraft. He thinks today they are defining small aircraft as less than ten passengers. Mrs. Lucero stated that their average runway length is a mile, 5,280 feet on average down south and she thinks that the shortest is in Jal like 3,000 feet long. Mr. Chapman continued with his PowerPoint presentation regarding runway length. Discussion was held.

Mr. Chapman stated that he wanted to discuss pavement conditions. He showed a screen shot from the Action Plan, the State Pavement Condition that they did a couple of years ago. Based on their review, 4-22 is poor shape, is what they call it. He continued with his PowerPoint presentation regarding pavement conditions on Runway 4-22. Discussion was held. Mr. Chapman mentioned that a full rehab for a 7,500-foot runway they are easily looking at \$6 million or so and a shorter runway might be about \$4 million. If you do a crack seal right, it could last a few years but you will still just be coming right back. He asked where do we go from here, it is a City pavement issue. He asked for the State's perspective. Ms. Lucero replied, that ever since she has been involved 4-22 has never been supported by the FAA. She stated that if the City came to them right now and said we would like some money to rehab this. First of all, she does not have the money right now. Second of all, if she

## AIRPORT ADVISORY BOARD MEETING MINUTES – July 21, 2016

### Page 5

did have the money, it would have to be a 50/50 thing, just because they have so many more pavements that need attention. From the wind coverage, if they did keep it open, it would be for local pilots use. She would like to hear from the local pilots. Board Member Newton replied, when that runway is open, it is usable quite often. When they get their strong winds, quite often it is from the southwest, with 4-22 closed, that leaves just 1-2 as the closest they can use. Light airplanes, which the majority of their business is, needs pretty close down the runway. Mr. Chapman asked Board Member Newton which runway length they could get by with. Board Member Newton replied, they could get by with 5,500 feet. Discussion was held.

Mr. Maestas asked Ms. Lucero if she had seen the survey monkey questionnaire that Mrs. Murphy had sent out to the tenants regarding Runway 4-22. Ms. Lucero stated that she thinks if they have the wind data to show that a period out of the year for the small airplanes, this is what is used, they have a justifiable argument with the FAA. Mr. Chapman stated that they will get their wind data out.

Board Member Zaklan entered the meeting at approximately 1:29 p.m.

Mr. Chapman stated that for purposes of the planning, he went over the alternative and kept this runway showing as open. He stated that for long range, they can always show the runway as open. Discussion was held. Mr. Chapman stated that they can keep the runway shown on all of their plans, as temporarily closed, and that is more an immediate decision/need, not a five, ten, twenty-year plan. Board Member Newton stated that for planning purposes, they should not close it; they should plan to keep it open. Chairman Wood stated that one thing he would like to have left there is the extension of 8-26 because that is something they really want in the future, even more so than the closure of 4-22. Ms. Lucero stated that in her perspective, they are more likely to get the rehab of 4-22 than the extension. Mr. Chapman stated that what they can do, there is a chapter, Facility Requirements, they can restate what the wind conditions are, but they can say, local experience, during the springtime, the City is considering keeping the runway open, some words like that. Mrs. Rodriguez stated that for purposes of the discussion, what she is hearing, the Board is completely against anything less than 5,500 feet but is the intent to keep it 7,500 feet in the existing, or is the option to shorten it down, is it an option on how to play out on the facility layout. She stated it is numbers like that that need to be reflected on the ALP as they move forward and how funding goes. Do they want to keep 4-22 for smaller aircraft at a shorter distance length of runway or keep it as a longer runway, the existing one, knowing that at the end of the day it is going to be higher maintenance costs for the City as a whole to do all three runways? Those are some of the policy decisions that need to be made. Chairman Wood replied, his advice, at least from his perspective, is what is the City willing to pay for. Ms. Lucero replied, this is not a promise, but she would be willing to pay for 5,500 feet, that is very easily justifiable with her GA guys. She asked if they could show the full runway and show kind of a proposed portion of the runway as GA use and keep the rest as runoff. Discussion was held.

## AIRPORT ADVISORY BOARD MEETING MINUTES – July 21, 2016

### Page 6

Chairman Wood asked Mr. Chapman what he would like the Board to do at this point, do they need to make a motion or where are they going on this, but he thinks it is better to subtract something later than to try to add something on later. Mr. Chapman stated that they need to demonstrate that they are considering more than one alternative. He is thinking that they prepare a fourth alternative. Ms. Lucero agreed. Chairman Wood asked Mrs. Lucero if her office would pursue this. Ms. Lucero replied, I will ask the FAA. Mr. Chapman stated that he thinks he has what he needs and they do not need a motion at this point.

#### **c. New Mexico State Division Presentation:**

Ms. Jane Lucero with the New Mexico Department of Transportation – Aviation Division stated that they were founded in 1963. They used to report to their own Board but sometime in the 1980's they got moved to the NMDOT. She went over her slideshow presentation. She stated that the biggest thing they do is coordinate State and Federal grants; that is literally 95% of their budget. They provide technical support, they do safety seminars, they do the Aero Chart, which is new, they perform the regulatory and compliance inspections. They are not Part-139 inspectors, but the FAA requires them to inspect up to one-third of their airports per year for pavement. They register all the aircraft as well. They can only work with public use, public owned airports. They have 54 of these types of airports in NM. By Statue, they cannot provide funding to the Sunport. The Spaceport is publicly owned but not public used. The majority of the how the projects are funded here are through the Airport Improvement Program (AIP). The current funding split is 90% FAA, 5% State and 5% Sponsor. The entitlements, the City gets \$150,000 a year; they can roll it over for up to three years. The majority of the airports get \$150,000. The State appropriation is determined by a formula by the FAA that has to do with population and size of the State and NM averages about \$5 million a year. Mrs. Murphy explained that they do not just give the airport the \$150,000 a year. She cannot use it for operating, it is all project based and they have to basically okay what they use it for. Ms. Lucero went over her slide show portion of the historical funding in the State. The results of their Master Plan is going to be an Airport Improvement Program. One of their main goals is to get federal money into the State; so they make sure they have their match for the federal grants. She went over how they are funded in the division and their budget. She went over what this airport has received in federal funds from FY15 through 2009, which included the Alpha Project and the AWOS. Mrs. Murphy stated that the FAA is very good to this airport; they do quite well. Ms. Lucero agreed. Mrs. Murphy stated that the State is good to them too. Ms. Lucero replied, because this is my favorite airport. She stated that State funding wise, she has more data here, a lot of this is state maintenance grants and matches. She has all the grant history if they want to know exactly but this airport has done very well. Once the Master Plan is done, they can really sit down and apply what they can fund in 2017.

## AIRPORT ADVISORY BOARD MEETING MINUTES – July 21, 2016

### Page 7

Chairman Wood thanked Ms. Lucero for coming, she is very knowledgeable on the overall system and he appreciates her input. Ms. Lucero replied, thank you and that she loves coming here and stated that Lisa has her number and email address so they can call her if they have any questions or concerns. Mrs. Murphy asked if Santa Teresa is going to get a Part-139. Ms. Lucero replied, I do not know; she knows they are looking at it and they did a cargo study down there.

Chairman Wood stated that the quarterly Airport Manager's meeting that Ms. Lucero's office holds, which he has been to with Lisa before, is open to all of them. Ms. Lucero said that will be on August 12<sup>th</sup> and they are having Annual Wildlife Training on August 11<sup>th</sup> in Albuquerque. Chairman Wood stated that if anyone wants to connect with the State Aviation Division, that is a really good opportunity and of course, the annual State Aviation Conference is just stunning. He has found this conference to be very informative. Ms. Lucero stated that they also have Advance ASOS in the fall, it is Airport Safety and Operations Specialist, it is in November in Albuquerque. The Airport Manager's Meeting is November 18<sup>th</sup>, so the ASOS will be November 16<sup>th</sup> and 17<sup>th</sup> and for her Fire people, she is going to try to have a live burn and the ASOS is a great, great training. Next year's State Aviation Conference in Ruidoso will be on May 10<sup>th</sup> through May 13<sup>th</sup>.

#### **PUBLIC INPUT:**

Mr. Ron Karp stated that this has happened since the gliders have started, it was a zoo out there this morning with the gliders. The gliders were using 4, the 182's were landing on 1-2; 1-2 was the active, primarily because there were a couple of other airplanes using it. Then they had one coming in on 2-6 and at the same time a guy shooting ILS's on 3-0. So he basically taxied out and taxied back in. It was just too hazardous to take off; you really have to have a "heads up" out there when the gliders are out.

#### **BOARD MEMBER COMMENTS/SUGGESTIONS:**

Board Member Newton stated that he wanted to re-emphasize what Mr. Karp is talking about. They have had three incidences that were totally unsafe, and Lisa is quite aware of it, from the glider operations. He stated they are cutting those gliders loose at 7,000 feet and they dive for the runway; they do not join the pattern with the rest of them. He said he can say how serious it is, he has taken all of his flight training out of here while they are here; he just goes elsewhere. He stated that if they have another glider operation, they are going to have to sit down, some course rules setup; this kind of thing is unacceptable. When the Navy is coming, they sit down with them and make things all come together; the same thing needs to be done with the gliders. Chairman Wood agreed with Board Member Newton. Board Member Newton stated that another thing, traffic taking off behind the glider when it is too close. He had a situation the other day when he had just gotten airborne, they are going to

## AIRPORT ADVISORY BOARD MEETING MINUTES – July 21, 2016

### Page 8

have to give them a little more room. He stated that the gliders have the right-of-way, the tow plane, when they are towing, they have the right-of-way over us, but when that tow plane lets that glider go, he is one of us. He stated that they made this airport unsafe for a week and a half to two weeks for all of us since they have been here.

Board Member Palmer stated that he concurs with them as well. Last Sunday when he was out here flying, they basically commandeered the whole airport; so he just went to Deming and then came back. Board Member Zaklan asked if they walked out there and went out there to try to talk to them. Board Member Newton replied, yes, we went out there to talk to them and they did not want to talk to us. Vice-Chairman Dearing asked, how long have they been coming here. Board Member Newton replied, they used to come pretty regularly, they had not been here in quite a while. It is good to have them; it is utilizing the airport, that is what the airport is for, but we need to all operate together, just like the UAV operates with us. Vice-Chairman Dearing stated that when he was in Hobbs, they used to go there, he does not know if it is the same group; but they seemed to know what they were doing over there. Ms. Lucero asked, what group is it. Board Member Newton replied, we have a Chapter here and he knows Fisher pretty well and he is cooperative. Board Member Newton stated that he thinks that if they set down the ground rules, they would cooperate. Chairman Wood asked if there is a set of ground rules that exists for glider operations. Ms. Lucero replied, I can find out. Chairman Wood stated that this is what he thinks they need. Ms. Lucero said they need to fly the pattern, the best they can. Ms. Lucero said she will talk to Bob and see if he has any ground rules she can share. Mrs. Murphy stated that she has talked to them at least three times about various things and Saturday will be their last day here. She said it is tough too because it is student pilot training for gliders. Chairman Wood said that when they are coming, to tell them these are the rules and they need to abide with them and if they really cannot, then they need to go somewhere else; of course, they want to have them here. Ms. Lucero said she can talk to them too.

Vice-Chairman Dearing stated that maybe about a year ago, they had a tour of the airport area to look at some of these problems, maybe they should do that again, look at some of the things they are talking about in the plan and all that. Chairman Wood replied, sure. Mrs. Murphy replied, sure. Chairman Wood stated that they have to decide at some point, when they would like to do that. Vice-Chairman Dearing replied, maybe in the Fall. Chairman Wood replied, okay.

Board Member Newton stated that he had a couple more items. One is, there is a taxilane next to his ramp down here, between the shades, that got ignored when they did the crack seal and the repair down on the other end, he needs that to be looked at, it is really deteriorating. Mrs. Murphy replied, okay. Secondly, he asked Lisa if there is anything she wanted to comment about the appraisal that was done last week. Mrs. Murphy replied, oh you mean the appraisal that was done on Southwest Aviation. Board Member Newton replied, I do not know what they were appraising, I

**AIRPORT ADVISORY BOARD MEETING MINUTES – July 21, 2016**

**Page 9**

showed them hangars. Mrs. Murphy stated that the City is having Southwest Aviation, a portion of their leasehold appraised for purposes of buying out that portion of the leasehold and they have had one appraiser out here on-site and the process requires two appraisals. So they are actually having a second one and the second one has just started and it is going to be a very lengthy process. Board Member Palmer asked, which portion. Mrs. Murphy replied, the actual FBO building itself and his primary ramp; just Parcels One and Two; it is about five acres. Board Member Newton asked Mrs. Murphy what they did with the ILS, it seems to be working pretty well. Mrs. Murphy replied, they brought a specialist in from Roswell and he did some reprogramming. Board Member Newton replied, that is great and it seems to be working pretty well now.

Chairman Wood stated that Vice-Chairman Dearing said that they should get a tour together and he is sure that Danny or Lisa could take anyone out in the airport and point these things out that they are talking about; if they make an appointment with them at any given time, just to refresh what is going on. He thinks it is really important to go on an individual basis.

**ADJOURNMENT:**

Chairman Wood asked for a motion to adjourn the meeting. Board Member Laney motioned to adjourn the meeting; seconded by Vice-Chairman Dearing. Motion passed, meeting adjourned at 2:28 p.m.



Robert Wood, Chairman



Lori Romero, Recording Secretary