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The following are summary minutes for the meeting of the **City of Las Cruces – Airport Advisory Board** held on January 17, 2019. The meeting was held at the Las Cruces International Airport, Conference Room, 8960 Zia Boulevard, Las Cruces, New Mexico.

- Members Present:**
Joe Dearing, Chairman
Gay Lenzo, Member
Dan Privette, Member
John Darden, Member
Yvonne Flores, City Council Liaison

- Members Absent:**
William Soules, Member
Ross Palmer, Vice-Chairman
Charles Drexler, Member

- Others Present:**
Hal Kading, Southwest Aviation
Mike Kading, Southwest Aviation
Nathan Wilcox, Lynco Flight Services
Griselda Martinez, Economic Development Deputy Director
Andy Hume, Airport Administrator
Kent Freier, Molzen-Corbin
Brett Hahn, EAA
Ellie Stager, Public
John Flynn, Tenant
Phil San Filippo, Economic Development Director
Lori Romero, Airport Admin. Asst. - Recording Secretary

1. **Call to Order:** Chairman Dearing called the meeting to order at approximately 12:30 p.m.
2. **Determination of Quorum and Acknowledgement of Guests:** Chairman Dearing stated at the beginning of the meeting that there was not a quorum present. Mr. Hume clarified that this is not an official meeting until a quorum is present. Those present: Andy Hume, Joe Dearing, Dan Privette, Lori Romero, Griselda Martinez, Mike Kading, Hal Kading, John Flynn, Brett Hahn, Ellie Stager, Kent Freier, Gay Lenzo, Phil San Filippo, introduced themselves. At approximately 12:35 p.m., Board Member Darden arrived, creating a quorum. Chairman Dearing called the meeting to order.
3. **Review & Consider Approval of Meeting Minutes:**

1 a. **November 15, 2018:** Chairman Dearing asked for a motion to approve the
2 minutes. Board Member Lenzo moved to approve the minutes; seconded
3 by Board Member Privette. Motion passed, four to zero. Minutes accepted
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5 **4. Presentations:** None
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7 **5. Action Items:** None
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9 **6. Discussion Items:**
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11 a. **Asphalt Drainage Issues – Apron A:** Chairman Dearing introduced Mr.
12 Hume to discuss this item. Mr. Hume introduced Mr. Kent Freier from
13 Molzen-Corbin. Mr. Freier reported that Molzen-Corbin has a task order
14 from the City to analyze drainage issues at the West End T-Hangars. The
15 City has provided Molzen-Corbin with a detailed topographic survey.
16 Molzen-Corbin is just getting started on the task order, with a walk around
17 this afternoon, and will be back the next day, hopefully when it is raining.
18 Possible fixes being considered are: pavement grinding of the asphalt,
19 hanging gutters to direct rain off the rooftop, toward south half of the
20 hangars; or putting a two-foot concrete driveway around front of the
21 hangars. A report will be worked up and presented to the Airport Manager
22 and Board at a later date. The Board and guests discussed problems and
23 solutions. All this will be considered when Molzen-Corbin makes their
24 report.
25

26 b. **Airport Manager's Report:** Mr. Hume reported Dr. Martinez, Kent Freier,
27 and he went to Albuquerque for a week-long airport manager training
28 session. All are now certified managers. Las Cruces Airport has and will
29 be receiving the used airport equipment from Dallas Love Field, as they
30 upgrade. The Glide Slope is completely updated and fully functional. The
31 airport is waiting for delivery from Dallas Love Field of the Localizer
32 equipment. There are several task orders open with Molzen-Corbin on the
33 apron design. A grant was received to design the new perimeter security
34 fence. A funding request for \$900,000 was submitted to FAA for the
35 construction of the fencing. No information yet on that request. Board
36 Member Darden asked if there was an update about the National Guard
37 issue. Mr. Hume reported there is no update. Board Member Darden's
38 suggestion was to contact Rick Jackson, who owns one of the shredding
39 companies here in town. The Department of the Army has one person in
40 each state that they designate to coordinate activities to include the Guard.
41 Rick is the person you go to if you have a problem. Board Member Darden
42 stated that he would sure like to know because they have had a lot of
43 discussion here and at some point and time, it should get back on the
44 agenda Board Member Darden stated to Mr. Hume that if he is not getting
45 prompt answers and the difficulties that the consultant is not getting prompt
46 answers, a phone call to Rick and he will call the General and he is sure he
47 will get prompt answers. Mr. Hume replied, I appreciate that guidance and
48 information and he will make sure to add that as an update item, discussion

1 item on the agenda per Board Member Darden's suggestion and he will
2 follow up with Mr. Jackson on that. Board Member Privette stated and to
3 that point, you put together a process there for the fencing and if they are
4 going to want through the fence access, for their fueling and stuff, we should
5 have a provision for gates and roads and stuff on that fencing. Mr. Hume
6 replied, good point. Chairman Dearing inquired about the barriers around
7 the vault. Mr. Hume reported that the barriers have been there for a little
8 while. They are used for protection and some are used by the Fire
9 Department for the training activities. Chairman Dearing asked if the Board
10 would review the fencing design alternatives? Mr. Hume gave a few details
11 about the proposed design and stated a presentation will be made to the
12 Board. Chairman Dearing expressed his frustration that these projects
13 seem to be taking a long time to get moving. Mr. Hume explained there
14 was some delay because of the transition from one airport consultant to the
15 new airport consultant.

16
17 **c. Airport Open House and Listening Session – January 24, 2019:**
18 Chairman Dearing asked Mr. Hume if this was his idea? Mr. Hume has a
19 desire to know more closely the people he is and will be dealing with as part
20 of his position as Airport Manager – i.e. tenants, leasees, etc. He reported
21 that the session would consist of meet and greet, report on
22 accomplishments in the past year. Then have smaller discussion groups to
23 talk about what's working at the airport; what needs to improvement. The
24 Board discussed.

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26 **7. Public Input:** Mr. Freier asked that if anyone was going to be in Santa Fe next
27 week, Wednesday the 23rd is Aviation and Aerospace Day at the Legislature.

28
29 **8. Board Member Comments/Suggestions:** Board Member Lenzo stated she
30 would not be able to attend the Open House. Chairman Dearing stated he wanted
31 an update on the minimum standards. Mr. Hume reported that the City has
32 contracted with a consultant to review all those documents and write the updates.
33 Mr. Hume will ensure the minimum standards be placed as a top priority. Board
34 Member Privette suggested the Airport Advisory Board have a work session to
35 discuss the various items they feel need to happen and prioritize those projects.
36 Chairman Dearing also stated he would like to discuss the International Airport
37 Strategic Business Plan at the next meeting. Chairman Dearing also asked to
38 discuss the leases at the next meeting. Chairman Dearing wished to get an update
39 about existing leases. Mr. San Filippo reported that the Legal Department is
40 planning on attending the February 21st Board meeting to discuss existing leases
41 and other items. The Board had some discussion about the news that dollars
42 allocated 17 years ago for an airport tower was turned back to the Federal
43 Government. Chairman Dearing requested that the topic of goals for the year be
44 put on the March agenda. A proposed work session will be discussed in February.
45 Mr. Hal Kading inquired of Mr. San Filippo what will be happening with the 8960
46 building. Mr. Hume reported that there is a contractor working with Molzen-Corbin,
47 and they will be moving forward on renovating the 8960 building.

