The following are summary minutes for the meeting of the City of Las Cruces – Airport Advisory Board on July 16, 2020. The meeting was held via Zoom Meeting at https://zoom.us/j/91332694292?pwd=ZFRiL0VaNjhDaIWPVVRuKriV2FXZz09

Members Present:

John Darden, Chairman
Ross Palmer, Vice-Chairman
Wes Baker, Member
Jerry Clark, Member
Dee Dee Irick, Member
Ted Linnert, Member
Dan Privette, Member
Yvonne Flores, City Council Liaison

Others Present:

Andy Hume, Airport Administrator
Lori Romero, Airport Admin. Asst.
Adrian Guzman, Interim Communications Director
Tom Reynolds, Project Manager
Kent Freier, Molzen-Corbin
Mike Kading, Southwest Aviation

1. Call to Order: Vice-Chairman Palmer called the meeting to order at approximately 12:43 p.m.

2. Pledge of Allegiance: Vice-Chairman Palmer recited the Pledge of Allegiance.

3. Acknowledgment of Guests: Vice-Chairman Palmer introduced members of the public, Kent Freier and Mike Kading.

4. Review & Consider Approval of Meeting Minutes:

a. June 18, 2020 Regular Meeting: Vice-Chairman Palmer asked the Board if there were any corrections to the minutes. Mr. Hume mentioned that Board Member Linnert provided an e-mail that he wants to make sure is shown in the minutes. The e-mail from July 13th is a concern that there are a significant number of errors found in the minutes. He suggested that the errors would be submitted to staff for review and edits accordingly. He also asked that the e-mail will be attached to this month’s minutes. City Councilor Liaison Flores asked if the errors could be incorporated by reference at this meeting because of the review of minutes on the agenda. Mr. Hume agreed and explained that the minutes would show as approved as amended by the e-mail from Board Member Linnert. Vice-Chairman Palmer commented that in the e-mail from Board Member Linnert, he had
mentioned that it was not all inclusive of errors. He had considered suggesting to reject the minutes and send it back for a re-write. Mr. Hume said it is the prerogative of the Board to disapprove the minutes and then have them be redone.

Vice-Chairman Palmer asked if there was a motion to approve the minutes. City Councilor Liaison Flores commented that she agrees with Mr. Hume’s suggestion about them not being accepted so that the minutes can be reviewed. Chairman Darden motioned to approve the minutes; seconded by Board Member Clark. Motion failed unanimously; minutes disapproved.

5. Action Item: None

6. Discussion Items:
   a. National Guard Readiness Center Update: Mr. Hume stated that in talking with Mr. Archibeque from Armstrong Consultants, the site work is done for the National Guard Center. Currently it is not ready for occupation, as they are wrapping up the interior work. They are looking to be ready soon but there is still not a proposed date. Chairman Darden asked if there were any questions from the Board; there were none.

   b. Airport Manager’s Report and Project List Presentation: Mr. Hume stated that he wanted to focus on a few items that are critical to what has been accomplished this fiscal year and what is coming up next fiscal year. There are updates on the FAA inspection as well as some of the specific projects that are going on right now.

   Mr. Hume began with FY2020, a huge emphasis was placed on pavement maintenance and reconstruction, as that was identified as very seriously lacking quality. Several rehab and maintenance projects were completed across the airfield, such as exterior roads, runway 8-26, taxiways, and many taxi lanes and aprons. He added that there were a lot of administrative projects that were done, such as the Airport Emergency Plan, and the Pavement Maintenance Management Program.

   Mr. Hume continued on to the coming fiscal year. Upcoming projects include pavement issues that need to be addressed, find out the best ways to address them. He mentioned that simpler maintenance techniques won’t be sufficient for them and so research into best ways to addressing the bigger problems is needed. He continued to discuss two significant construction projects; the Purchase Power Agreement, which is installing several solar panel installations throughout the City and for the airport is a replacement of the south shade structure in the parking lot to be replaced by solar panels. The other is an airfield wide replacement and upgrade of lighting with LED fixtures. He mentioned that on Bravo and Charlie there are LED fixtures which were recently put in and that will now be changed throughout the entire airfield. Mr. Hume asked if there were any questions. There were none.
Mr. Hume continued to discuss the Part 139 inspection. It was due in May but was unable to happen because of the current situation. Instead the FAA has sent out that this year’s inspection will be handled in two parts; first is the administrative review which will need to be submitted by the week of September 7th. Mr. Hume commented that the majority has already been compiled and they will be submitting the paperwork on or before the deadline. The second is the site visit which is scheduled near the end of September. Mr. Hume assured everyone that they are ready and have been ready since May as that was the original date of inspection. Mr. Hume also wanted to note that they have what is called Mission Zero, which means they want zero FAA discrepancies, violations of state regulations, and local ordinances.

Mr. Hume welcomed Tom Reynolds to the team. Mr. Reynolds has been doing projects through the Public Works Department on the airfield and is now included directly on the airport team. Mr. Hume moved on to a risk management update stating that there was an e-mail that he wanted to address. There was an assertion by an aircraft owner that some work that was being done nearby the aircraft resulted in some tar specks that landed on the aircraft. The investigation has not been completely wrapped up yet, however they have worked through the correct reporting process. Mr. Hume has been in close contact with Risk Management and a thorough investigation has been done. A draft of the report has been given to Risk Management for review. The contractor has agreed and connected with the aircraft owner and are willing to cover the cost of exterior detailing. Currently they are waiting on a quote for the exterior detailing. Once the transaction is finished, the finalized report can be done and sent out.

Chairman Darden asked if anyone had any questions. Board Member Privette asked if there was sufficient traffic control with cones and barriers to prevent that particular airplane from taxiing through the fresh tar. Mr. Hume responded that the proper traffic control was in place, but his understanding is that this was not a case of the aircraft moving through the area. The owner asserted that the technique they were using resulted in some splatter. Mr. Hume added that they learned that they need to continue building and growing communication methods. The owner of the aircraft sublets from a tenant but he did not have their direct contact information, so the owner was not receiving updates. Mr. Hume did comment that the contractor did follow everything they were supposed to.

Mr. Hume commented that he encourages everyone to look at CLC-TV on YouTube. He gave a presentation in front of the Economic Development PRC on everything that has been accomplished over the past couple of years. There was also some preliminary findings and updates from Air Planners discussing the commercial air service. He added that their information should be distributed to everyone as well. City Councilor Liaison Flores stated that it was a great presentation on the airport
developments and potential. She continued to say that it was good to know we’re in an international zone and the study shows the airport has a lot of potential as commercial and businesses brought in. Board Member Linnert asked if Mr. Hume can send a link to that YouTube video and Mr. Hume confirmed he would.

Mr. Hume commented that the current action plan upcoming projects of Runways 8-26 and 12-30 extension were included on the current action plan. He stated that the FAA will be funding the first two phases if not the third phase: environmental assessment, design, and construction. They also received funding through the Capital Outlay Program from New Mexico for funding the first two phases of the runway extension for Runway 12-30. They will be partnering with Molzen-Corbin moving forward on those items. Mr. Freier commented that they will be starting on the EA for the 8-26 extension and will start the 12-30 later in the year, once the grant work is in place. He also commented that there are some non-FAA funded that they are working into the FAA CIP to make sure there’s funding arranged in the future for the construction. Chairman Darden asked if there were any questions. There were none.

7. Presentations:
   a. New LRU Logo: Mr. Hume corrected the presentation to be the new LRU logo. He mentioned that they began working on a new logo several months ago. It is to be part of the broader reshaping of the identity of the airport. It is also to make sure there is a solid foundation in moving forward with marketing and attracting new businesses. Mr. Hume showed the three logo suggestions done by a graphic artist through Visit Las Cruces. He commented that the majority of the people preferred the third option and moved onto showing the new logo. He discussed the benefits of the new logo, such as the Organ Mountains and the upward motion of the image. Mr. Hume said it’s his hope that this new logo is the start of a new marketing campaign to excite people to come, as well as merchandise with the logo. He also commented that it will have a unifying affect for them. The hope is to have a virtual ribbon cutting once the GA apron is done and use this new logo as a center piece for that event. Chairman Darden asked if there were any questions or comments. There were none.

b. LRU Airport Action Plan - http://www.las-cruces.org/1252/Airport-Master-Plan: Chairman Darden commented that in a previous meeting there was a guest of the meeting that questioned whether they were following the existing Master Plan and so they requested that Mr. Hume give an update on the Airport Master Plan. Mr. Hume mentioned that the Airport Master Plan was on the website, but he will give an update. Mr. Hume showed the website where the master plan can be found which is also on the agenda. He continued on by stating that they are 100% following the plan. Mr. Hume stated that what he is doing is going through the plan and putting together a spreadsheet that will continually be used to track how the plan is implemented. He will make that available to the Board and to
whoever else wishes to see. This is similar to when he worked downtown and mentioned that roughly 70% of the plan was implemented before moving on to an update. Mr. Hume said that he is putting together a report of where they are and provide that as feedback.

Mr. Hume asked whether the plan is due for an update, what the current status is, and if there may be things that are potentially missing. He showed an outline of issues that he has found in exploring the plan. These include existing and environmental impacts: such as MOA, airways, and approaches which are not in the current master plan; forecasting: based off of 2008 data, which would be better if it was updated to include significant events such as the directives from City Council of air service development and 20,000 enplanements, changes in military activity, the NMSU PSL program, and the Space Port; facility requirements: prioritization of the airfield, land side development, and airport parking; preferred alternatives: how do these things impact everything else. Mr. Hume stated the most important thing is how will all of this be funded and implemented. He commented that there needs to be much deeper discussions regarding things such as achieving financial sustainability and other financing options. Mr. Hume said that these are the beginning of the bones of what needs to be addressed at the master plan update level. Mr. Hume stated that he feels strongly for a master plan update. He will send out the information as a follow up.

Chairman Darden asked if there were any questions. Board Member Clark commented that he was appalled at the Master Plan when he looked at it. He feels like the airport itself is beyond the Master Plan, particularly in the facilities development. He agrees with Mr. Hume that there is a big need for updating the Master Plan. Mr. Hume commented that from staff's perspective is they are following the current plan because it's what they have but they believe they need a plan that is progressive. He also commented that he has requested funding from NMDOT but have not received a positive response as of yet. Therefore, funding could be an issue, but they will not give up on trying to find funding as now is the time to update the plan. Chairman Darden asked if there were any comments or questions. There were none.

8. Public Input: None

9. Board Member Comments/Suggestions: Chairman Darden commented that we need to move forward on the Airport Master Plan and get last minutes corrected.

10. Future Presentation/Discussion Items: Chairman Darden asked if anyone had one to add to future meetings. He commented that he has been keeping his own list so that the future meeting minutes show what has been requested. Mr. Hume would like to have a presentation on a preliminary draft of the Airport Landscaping Plan in August. He will also bring back the information to assess how they're implementing the action plan. Chairman Darden stated that he would like to see
a presentation on how the pandemic has affected the businesses at the airport to see how much have regressed due to COVID-19. He also would like to know where they stand with available hangar space and the thoughts from the City on adding additional hangar space.

Board Member Clark asked if Mr. Hume could provide a written report from the assessment team that was doing the new Air Carrier Activity. He commented that something was promised in June and he would like to see it. Mr. Hume said he will get that distributed. He also said he can ask the assessment team to do a presentation. Board Member Privette commented that their flights are down more than 40% from the pandemic. Chairman Darden stated that it has affected many people and if there's anything that the Board can do, they could talk about what can be done to assist the airport community, as well as the City of Las Cruces in regards to revenue. Board Member Irick commented about the reduction of fuel sales. They are starting to bounce back but were hit pretty significantly because of the pandemic. She said they are currently at about 40% less compared to last year.

Chairman Darden said this is an opportunity for future presentation and perhaps if there's some amelioration on the COVID requirements by the Mayor and Council then perhaps recommendations can be made that would assist the future economic development of the airport. City Councillor Liaison Flores thanked them for their comments and clarified that the presentation made yesterday was not to the City but rather to the Economic Development Policy Review Committee. She continued that the committee cannot make decisions, so no action was taken; it's more of presentation input and include community members and only a few City Council members. Chairman Darden asked Mr. Hume to forward the link to the Board so they can see that meeting.


12. Adjournment: The meeting adjourned at approximately 1:50 p.m.

John Darden, Chairman

Approved: August 20, 2020