The following are summary minutes for the meeting of the City of Las Cruces – Airport Advisory Board on September 19, 2019. The meeting was held at the Las Cruces International Airport, Conference Room, 8960 Zia Boulevard, Las Cruces, New Mexico.

Members Present:
Dan Privette, Chairman
Ross Palmer, Vice-Chairman
Wes Baker, Member
Gay Lenzo, Member
Ted Linnert, Member

Members Absent:
John Darden, Member
Bill Soules, Member
Yvonne Flores, City Council Liaison

Others Present:
Andy Hume, Airport Administrator
Tim Archibeque, Armstrong Consultants
Cynthia Campo, Economic Development Management Analyst
Kent Freier, Molzen-Corbin
Don Jansen, Public
Hal Kading, Southwest Aviation
Mike Kading, Southwest Aviation
Nathan Wilcox, Lynco Flight Services
Lori Romero, Airport Admin. Asst. - Recording Secretary

1. Call to Order: Chairman Privette called the meeting to order at approximately 12:30 p.m.

2. Determination of Quorum and Acknowledgement of Guests: Chairman Privette stated that there was a quorum present. The guests introduced themselves.

3. Review & Consider Approval of Meeting Minutes:
   a. August 15, 2019 Regular Meeting: Due to audio equipment malfunction, the Board Member who moved to approve the minutes is unknown; seconded by Board Member Darden. Therefore, Board Member Lenzo moved to approve the minutes as amended; seconded by Vice-Chairman Ross Palmer. Motion passed; minutes accepted.
4. Action Item (tabled from August 15, 2019)
   a. Chapter 7.5 – Aviation; Article 3, Section 7.A.2: Mr. Hume opened by discussing two developments on topics from the last meeting. The first is that appellation for the discussed fuel service had been selected and will be called "Specialized Aviation Fuel Provider." The second is that some fine-tuning had been achieved concerning the caveats as to when a fuel provider can apply to open service on the airfield and the requirements for them to do that. Mr. Hume reiterated that of the various options available for this type of business, the objective is self-service.

   Mr. Hume revisited Section 3 and emphasized the need for a go-to person or point of contact for the self-service system. This person could be appointed and titled as a manager and would need to have all the same training as anyone else on the airfield. Board Member Lenzo broached the viewpoint that it isn’t necessary to have this person always present at the airport, but rather they should be on-call and always available if/when needed. Mr. Hume agreed that this was the intention and language in Section 3.B will be amended to reflect that.

   Mr. Hume solicited feedback based on staff questions as to what would be required for a self-service facility beyond the basics (e.g. credit-card reader, ladder, fuel tanks, etc.). Vice-Chairman Palmer raised concerns about a lack of profitability stemming from an excess of requirements, and therefore recommended the following articles be stricken under Section 4: B, C, D, and E. Articles A, F, G, and H would remain. Additionally, Article G would include the qualifier, “if needed.”

   Due to the need for edits in the document, it was suggested this item be tabled until the October meeting when a finalized document could be presented. Vice-Chairman Palmer moved; Board Member Lenzo seconded. Motion passed; action item tabled until the October meeting.

   Board Member Lenzo left the meeting at approximately 1:30 p.m.

5. Discussion Items
   a. Airport Manager’s Report and Project List: Mr. Hume relayed some updates and news. Air Methods has been retained as a client and is locating their base of operations to the airport area. The airport staff has completed all corrective actions to address the discrepancies from the last Part 139 Inspection. There has been increased charter traffic from NMSU and other college sports teams, and to maintain and encourage this traffic, runways will need to be lengthened. Mr. Hume announced that he will be attending the 2019 NASA iTech Forum and the ISPCS event in October.
and the perimeter security fence, and the projects will begin once the go-ahead is received from the FAA. Concerning NAVaid upgrades, the Tech Ops have informed that the project will begin around mid-December to beginning of January. A roadway resurfacing project of exterior roads begins September 29th and should last about three weeks.

6. Presentation: Mr. Archibeque with Armstrong Consultants presented a drone-footage video showcasing the National Guard Las Cruces Readiness Center project, which is due to be completed around June of 2020. The video was created by contractor Jaynes Corporation. Mr. Archibeque fielded questions about access roads, fuel storage and the crane onsite. Vice-Chairman Palmer inquired about FAA compliance for flying the drone used to shoot the video. Mr. Hume stated that he’ll follow up to ensure compliance.

7. Public Input: None

8. Board Member Comments/Suggestions: Board Member Linnert asked about what is physically involved in shifting the runways. Mr. Freier responded and explained some of the general information on the subject. He explained that the FAA had been pushing for decoupling runway intersections for safety reasons. Airport administration had been using this goal of decoupling as justification for a plan to lengthen the runway. However, neither FAA nor Master Planners are currently pushing for the decoupling, so for now, plans are going forward to lengthen the runway without decoupling until instructed otherwise.

Chairman Privette asked if Delta Airport Consultants had completed the reseeding they were contracted to do. Mr. Hume confirmed that the reseeding on Bravo and Charlie had been completed as per contract.

Board Member Baker presented an update on the upcoming High Desert Fly-In event. He announced that the Arizona Commemorative Airforce Museum in Mesa, Arizona has a C-47 military aircraft available for the event to do some flyovers and provide rides as well. Funds still need to be raised in this regard, and Board Member Baker will be reissuing event flyers and posters with opportunities for area businesses to add their logos for a fee.

9. Future Presentation/Discussion Items: Mr. Hume stated that staff would like to share upcoming budget proposals and legislative priorities with the Board. Therefore, Mr. Hume proposed holding an extra work session or work sessions to have these discussions. Chairman Privette agreed. Mr. Hume will work with the Board to set these up.

10. Adjournment: Chairman Privette called meeting adjourned at approximately 1:45 p.m.
Dan Privette, Chairman

Approved: 10-24-19