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:**
a. November 15, 2018: Chairman Dearing asked for a motion to approve the minutes. Board Member Lenzo moved to approve the minutes; seconded by Board Member Privette. Motion passed, four to zero. Minutes accepted.

4. Presentations: None

5. Action Items: None

6. Discussion Items:

   a. Asphalt Drainage Issues – Apron A: Chairman Dearing introduced Mr. Hume to discuss this item. Mr. Hume introduced Mr. Kent Freier from Molzen-Corbin. Mr. Freier reported that Molzen-Corbin has a task order from the City to analyze drainage issues at the West End T-Hangars. The City has provided Molzen-Corbin with a detailed topographic survey. Molzen-Corbin is just getting started on the task order, with a walk around this afternoon, and will be back the next day, hopefully when it is raining. Possible fixes being considered are: pavement grinding of the asphalt, hanging gutters to direct rain off the rooftop, toward south half of the hangars; or putting a two-foot concrete driveway around front of the hangars. A report will be worked up and presented to the Airport Manager and Board at a later date. The Board and guests discussed problems and solutions. All this will be considered when Molzen-Corbin makes their report.

   b. Airport Manager’s Report: Mr. Hume reported Dr. Martinez, Kent Freier, and he went to Albuquerque for a week-long airport manager training session. All are now certified managers. Las Cruces Airport has and will be receiving the used airport equipment from Dallas Love Field, as they upgrade. The Glide Slope is completely updated and fully functional. The airport is waiting for delivery from Dallas Love Field of the Localizer equipment. There are several task orders open with Molzen-Corbin on the apron design. A grant was received to design the new perimeter security fence. A funding request for $900,000 was submitted to FAA for the construction of the fencing. No information yet on that request. Board Member Darden asked if there was an update about the National Guard issue. Mr. Hume reported there is no update. Board Member Darden’s suggestion was to contact Rick Jackson, who owns one of the shredding companies here in town. The Department of the Army has one person in each state that they designate to coordinate activities to include the Guard. Rick is the person you go to if you have a problem. Board Member Darden stated that he would sure like to know because they have had a lot of discussion here and at some point and time, it should get back on the agenda. Board Member Darden stated to Mr. Hume that if he is not getting prompt answers and the difficulties that the consultant is not getting prompt answers, a phone call to Rick and he will call the General and he is sure he will get prompt answers. Mr. Hume replied, I appreciate that guidance and information and he will make sure to add that as an update item, discussion
item on the agenda per Board Member Darden’s suggestion and he will follow up with Mr. Jackson on that. Board Member Privette stated and to that point, you put together a process there for the fencing and if they are going to want through the fence access, for their fueling and stuff, we should have a provision for gates and roads and stuff on that fencing. Mr. Hume replied, good point. Chairman Dearing inquired about the barriers around the vault. Mr. Hume reported that the barriers have been there for a little while. They are used for protection and some are used by the Fire Department for the training activities. Chairman Dearing asked if the Board would review the fencing design alternatives? Mr. Hume gave a few details about the proposed design and stated a presentation will be made to the Board. Chairman Dearing expressed his frustration that these projects seem to be taking a long time to get moving. Mr. Hume explained there was some delay because of the transition from one airport consultant to the new airport consultant.

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

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

8. Board Member Comments/Suggestions: Board Member Lenzo stated she would not be able to attend the Open House. Chairman Dearing stated he wanted an update on the minimum standards. Mr. Hume reported that the City has contracted with a consultant to review all those documents and write the updates. Mr. Hume will ensure the minimum standards be placed as a top priority. Board Member Privette suggested the Airport Advisory Board have a work session to discuss the various items they feel need to happen and prioritize those projects. Chairman Dearing also stated he would like to discuss the International Airport Strategic Business Plan at the next meeting. Chairman Dearing also asked to discuss the leases at the next meeting. Chairman Dearing wished to get an update about existing leases. Mr. San Filippo reported that the Legal Department is planning on attending the February 21st Board meeting to discuss existing leases and other items. The Board had some discussion about the news that dollars allocated 17 years ago for an airport tower was turned back to the Federal Government. Chairman Dearing requested that the topic of goals for the year be put on the March agenda. A proposed work session will be discussed in February. Mr. Hal Kading inquired of Mr. San Filippo what will be happening with the 8960 building. Mr. Hume reported that there is a contractor working with Molzen-Corbin, and they will be moving forward on renovating the 8960 building.
9. Adjournment: Board Member Lenzo moved to adjourn the meeting. Board Member Privette second the motion. All approved. Meeting adjourned at approximately 1:26 p.m.

Joe Dearing, Chairman

Approved: 3-21-19

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