The following are summary minutes for the meeting of the City of Las Cruces — Airport Advisory Board held on April 18, 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
- John Darden, Member
- William Soules, Member
- Wes Baker, Member

Members Absent:
- Ross Palmer, Vice-Chairman
- Gay Lenzo, Member
- Yvonne Flores, City Council Liaison

Others Present:
- Hal Kading, Southwest Aviation
- Mike Kading, Southwest Aviation
- Nathan Wilcox, Lynco Flight Services
- Andy Hume, Airport Administrator
- Kent Freier, Molzen-Corbin
- Griselda Martinez, Interim Economic Development Director
- Jim Ratje, Public
- DeeDee Irick, Francis Aviation
- Rob Wood, Public
- Ted Linnert, Public
- Brett Hahn, EAA/Brahn Comprehensive Solutions
- Ellie Stager, Public
- Lori Romero, Airport Admin. Asst. - Recording Secretary

1. **Call to Order:** Chairman Privette called the meeting to order at approximately 12:36 p.m.

2. **Determination of Quorum and Acknowledgement of Guests:** Chairman Privette determined a quorum present and introduced new Board Member Wes Baker.

3. **Review & Consider Approval of Meeting Minutes:**
   a. **March 21, 2019:** Chairman Privette asked for a motion to approve the minutes. Chairman Privette had a question (ref. page 2, line 48, page 3, line 1). Is Mr. Hahn representing EAA in advisory capacity to the City? Mr. Hahn responded that he was not. Ms. Martinez recommend deleting EAA
from the notes on Page 3. Board Member Soules moved to approve the
minutes as amended; seconded by Board Member Darden. Motion passed;
minutes accepted as amended.

4. Action Items: None

5. Discussion Items:
a. Airport Manager’s Report and Project List:
Mr. Hume also welcomed Mr. Baker. There is one vacancy on the Airport
Advisory Board. There are three applicants. Mr. Hume attended the MRO
Americas Trade Show. Big trade shows. Opportunity to check out other
airports that were participating.

Mr. Hume reported on training improvements being made and deficiencies.
Contracted with SSI, Incorporated. The T-Hangar Drainage Study is
complete, and staff is working on quotes for the installation of what was
decided on as Alternative 3, the Trench Drain.

Mr. Hume reported replacement of gates is proceeding. Construction
drawings have been received and quotes are being sent out. The terminal
apron design is proceeding. Drawings need to be ready to go out to bid
next month. Work on the design of the perimeter security fence is still
moving forward.

Reminders: Watch your speed on the air field. Use service roads.

The report was followed by a short Q and A period, clarifying some things
on the apron design, t-hangar drainage project, gate and access. Staff will
be in close communication with the tenants during all these projects. A
question was asked if additional land has been allocated for more T-hangar
development. Mr. Hume replied, the Master Plan identifies land for T-
hangars. Property corners for T-hangars have not been set.

b. Rules and Regulations:
Mr. Hume reported that the comment period on the Rules and Regulation
document has opened. Mr. Hume reported that during the review of
the Minimum Standards document, conflicts existed between Rules and
Regulations and Minimum Standards. Also, content that was in Rules and
Regulations belonged in Minimum Standards and vice versa. Mr. Hume felt
it appropriate for the Rules and Regulations document to go out for public
review again.

6. Public Input: Mr. Mike Kading asked for more information about airport training
for FBOs. Mr. Hume replied that everyone will have training in the non-movement
area. Everyone will have training on safety and security issues. FBOs in addition
will have training on ARFF response. Mr. Hal Kading asked about the progress
on updating the 8960 and 8990 Zia Blvd. buildings. Mr. Hume replied that the
determination has not been made yet. When He meets with Mr. Pate on Thursday
on the space programming, they will have a better idea on where he is on his design process and then he can bring those back to the Board at that point.

7. Presentation: None

8. Board Member Comments/Suggestions: None

9. Future Presentation/Discussion Items:
   a. Economic Development Dept. Peak Performance – Strategic Plan (May)

10. Next Meeting Date – May 16, 2019: Mr. Hume reported that the FAA inspection has been moved up one week and would conflict with the May 16 date. Chairman Privette polled the Board. Consensus is to reschedule the meeting to May 23.

Chairman Privette wanted to recognize that staff has certainly gone a long way down the road on improving as many things as they could as far as the report from last year. He himself has seen an increase in activity around the airfield and things getting cleaned up and fixed up. He does see that a lot of things are being taken care of. Mr. Hume thanked Chairman Privette and stated that he would pass that along to the rest of staff. Chairman Privette stated that this room for one is a lot cleaner and fresher.

Board Member Baker stated that May 18 is National Learn to Fly Day. There is a brand new EAA program called Flying Start and they are going to host one of those. They will get all the local instructors together and take people through the process that is required to get a pilot's license and all of that. He will have more details on that after this weekend. Mr. Hume stated that staff would love to promote that on the airport Face Book page, and he has other connections through other people to get this out to thousands of others through email lists. So, please let him know how he can assist in advertising.

Chairman Privette stated that airport staff has gone a long way in helping to promote everybody on the airfield, he can say that for himself, as well. He would like to recognize two more quests that came in, Jim Ratje is one and the other is DeeDee Irick with Francis Aviation. He thanked them both for coming and asked them to make sure they sign the sign-in sheet with their contact information and they would like to see them again. He appreciates everyone that has come to this meeting.

11. Adjournment: Board Member Soules moved to adjourn the meeting. Board Member Darden seconded the motion. All approved. Meeting adjourned at approximately 1:130 p.m.

[Signature]
Dan Privette, Chairman

Approved: 5/23/19