The following are summary minutes for the meeting of the City of Las Cruces – Airport Advisory Board on May 21, 2020. The meeting was held via Zoom Meeting at https://zoom.us/j/92721977543?pwd=N3VzSkVPcW9lajdTWTNsRmlxTrmhqUT09.

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

Members Absent:

Others Present:
- Andy Hume, Airport Administrator
- Lori Romero, Airport Admin. Asst. – Recording Secretary
- Spencer McConnell, Public
- Kent Freier, Molzen-Corbin
- Hal Kading, Southwest Aviation
- Griselda Martinez, Economic Development Director

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

2. Determination of Quorum and Acknowledgement of Guests: A quorum was noted. Chairman Darden asked Board Member Baker if he would lead them in the Pledge of Allegiance. Board Member Baker recited the Pledge of Allegiance.

3. Approval of Meeting Minutes:
   a. February 20, 2020 Regular Meeting: Chairman Darden asked the Board if they had a chance to look at the minutes; please let him know if they have anything they feel needs to be changed, otherwise he will give them a chance to look things over. He asked if there was a motion to accept the minutes. Vice-Chairman Palmer motioned to approve the minutes; seconded by Board Member Clark. Motion passed unanimously; minutes accepted as written.

4. Action Item: None

5. Discussion Items:
   a. National Guard Readiness Center Update: Mr. Hume began by explaining
that Mr. Tim Archibeque from Armstrong Consultants had some drone footage from earlier this month. There is going to be a gate to control access between the National Guard hangar and the airport. The fuel trucks will primarily use the road here for access to fuel the property. All of the site work should be done by the end of June. The main thing that's holding up completion is a fire foam suppression system. Evidently, it's a very expensive system, it's very complicated to install. To test it, they have to fill up the entire hangar with this foam. Good working relationship with obviously the National Guard and with Armstrong Consultants, and with the construction which is Jaynes Construction. Drone footage is acquired about once a month and posted on YouTube.

Board Member Privette asked about the access gate at Zia and if it was going to be a controlled gate there and how's that going to operate. Mr. Hume stated the gate is going to allow access onto Gasoline Alley and only those needing access will have the code to it. National Guard will have it, their fuel supplier, and then Airport Administration. Board Member Privette also inquired about fuel storage. Mr. Hume stated this first phase they will not have fuel storage, so fuel will be via trucks. In a future phase ultimately have some onsite fuel storage. Chairman Darden inquired about the status of the road from fuel area to the Readiness Center. Mr. Hume stated the National Guard was going to blade the road, compact, and add millings.

b. Airport Manager's Report and Project List: Mr. Hume stated that Board Member Lenzo’s term ended, and she has requested to not continue. Would like to present her with a plaque in recognition of her service. Mr. Hume would welcome any suggestions for applicants for the Board position. Chairman Darden suggested using previous/existing pool of applicants and e-mails. Mr. Hume encouraged suggestions including possibly people in the Extraterritorial Zone or anyone that has an interest in the airport and could also go through Councilor Flores.

Mr. Hume discussed the budget and stated City Council has requested a budget reduction of about 3% for the upcoming fiscal year, which was accomplished without sacrificing some really important things, like the maintenance that we've been doing and getting the pavement up to a good level of standard. No additional reductions have been requested.

Chairman Darden requested discussion on the landscaping. Mr. Hume stated there is a contract with Sites Southwest to do a landscape design master plan. Signage will be one part of this overall design. There is a document called the MUTCD, which is the Manual Uniform Traffic Control Devices, and that document guides us as to how to make changes and improvements in signage and striping, particularly on roadways.

Mr. Hume had hoped to spread out pavement rehab projects, but they ended up all together in June. The perimeter fence project is about two weeks ahead of schedule, and the terminal apron project. There will also be two pavement
maintenance projects. The first is going to be on the taxi lanes starting June 1, with starting on the west side doing crack sealing and surface sealing on taxi lanes seven through 10. Then do taxi lanes one through four through July, probably a little in August. Taxi lanes are in very good shape right now and doing the crack seal and the surface seal will keep them in good shape. If someone is affected by one of the taxi lanes, it will be approximately a week for the crack and seal to cure. The first thing we’re going to target runway 8-26 and taxiways Alpha, Bravo, and Charlie with a crack seal and surface seal maintenance project. Alpha and 8-26, the pavement is in good shape, so this will prolong the life of the pavement. At the intersection where you turn right at the end of Alpha to get onto eight, wedge shaped pavement is in bad shape and is going to be rehabbed. Also, all the striping and marking.

Perimeter fence is spectacular.

Potential extensions for runways 8-26 and 12-30. Each extension has three parts: environmental assessment, design, and then construction. For runway 8-26, we have worked with the FAA and they will be funding the environmental assessment next federal fiscal year. Design portion of 8-26 is ready. State Legislative set aside money to do the environmental assessment and the design, but on hold awaiting the special session in June to see if we can continue to move forward with that project. If possible, then run both extensions concurrently. It could take $12 million combined to do both extensions. There is a lifespan on environmental assessment. Funding needs to be a collaborative effort.

Terminal apron project, Morrow Enterprises is fantastic to work with and within the next week or so they will be doing final paving on Phase 1.

Kent Freier stated that the Environment Assessment has a five-year shelf life and takes about a year to complete. If funding is not acquired within that five years, then the EA gets freshened up for inclusion of the last five years. Discretionary funds from FAA would be and the Cares Act, and before Supplemental funds all could happen in the next five years. Chairman Darden suggested moving this subject forward another month or later. Mr. Hume asked all to pick up trash, weeding to minimize animal attraction.

Vice-Chairman Palmer had some questions about driving on/around the airport stated in Mr. Hume’s report. Mr. Hume stated he will edit the report and resend.

c. Aviation Fuel Storage, Dispensing & Handling Guidelines: Mr. Hume stated the main comment that has remained is about insurance. Mr. Hume talked to Mr. Carl Conley, the Risk Manager, and the numbers in previous versions were incorrect and have now been corrected. For the public liability, property damage, and the chemical environmental liability it’s $1 million, $1 million, and $3 million, respectively. He will sign and put this into effect June 1st.
d. **Hangar Guidelines Amendment - Container Units:** Mr. Hume stated we are currently in a 30-day public comment period for this proposed change to the hangar guidelines, specifically about locating container units on leased property. The yellow highlighted area are the expectations/conditions. One container unit on leased property is okay, as long as it doesn't block utility access, doesn't block emergency services, needs to support the aeronautical uses the existing hangar, not used to store any boxes, contribute the airport aesthetic; not rusting, no bright colored, and emergency access routes. Board Member Palmer asked if there was a recent demand for the containers? Mr. Hume mentioned the request has come up a couple of times.

6. Presentation: None

7. Public Input: None

8. **Board Member Comments/Suggestions:** Board Member Baker commented that he has received a lot of requests for hangar space, including from people thinking of moving here who own airplanes. Board Member Baker has been told there is a waiting list. Seems we really have a requirement to get some hangar space. Mr. Hume agreed and stated that two sunshades are available for immediate occupation. On Gasoline Alley near the current four-strand barb wire fence, the new fence built out 250, 300 feet to the south. That area is now opened for hangar development and more suitable than the area on the west side. Presently looking at utility design and engineer the extension of taxi lane one and provide infrastructure to support hanger development. Hopefully, the Legislature funding will come through. We have tentatively received $300,000 from the Legislature to support hangar development and we are requesting another half million from the New Mexico DOT also. There are some individuals interested in the hangars themselves but need to partner with them in getting infrastructure. Chairman Darden mentioned it is worth discussing and keeping on the burner. Board Member Clark asked about the length and width of runway extensions. Mr. Hume stated not adding any width to current runways. Runway 8-26 going from 6,000 feet to 8,600 feet. And then for runway 12-30, two phases, and currently it is 7,500 feet, and adding about 1,000 in the first phase, with eventual build out to 10,000 feet. Vice-Chairman Palmer stated he moved out of the T-hangar, and so one available there, but does not know the waiting list. Noticed quite a few sunshades unoccupied on the west side managed by Southwest Aviation. Vice-Chairman Palmer asked about renaming magnetic heading of runway 12-30. The most recent final approach chorus for runway one two is 127 degrees, so sooner or later it's going to be 1331. Mr. Hume has not been direct by the FAA for renumbering. Kent Freier stated that until FAA says that it's time to do it, then we're not going to invest the money to restripe and resign everything. The earth wobbles and he can only get the magnetic declinations for the next couple of years but then it wobbles back. There's a lot of effort involved in restripe, resign, re-chart and a lot of different things. Vice-Chairman Palmer also mentioned the application for an instrument approach on runway 8-26. Mr. Hume stated that part of the environmental assessment for runway 8-26 is an obstruction survey, and an
instrument approach. Chairman Darden asked about extension of 8-26 and about what type of airplanes can be brought in. Remembering President Bush and the issue and allowing UPS/FedEx planes to come without damages. Do we have the width and depth of concrete to not have a problem? Kent Freier stated he remembered with President Bush problem on runway 4-22, and someone did land a 727 on 8-26. 727 is the worst on pavement stress that you can possibly get. Part of the pavement evaluation is what is observed, not just technical information. Timing is good for the GA apron reconstruction, a lot of places the asphalt was two or three inches, and now it is five inches. Also, concrete hardstand in the first phase to handle some of the bigger aircraft without worry.

9. **Future Presentation/Discussion Items:** Board Member Baker mentioned improving the signage.

10. **Next Meeting Date:** June 18, 2020

11. **Adjournment:** Board Member Linnert motioned to adjourn the meeting; seconded by Board Member Baker. The meeting adjourned at approximately 1:45 p.m.

[Signature]

John Darden, Chairman

Approved: 6/18/2020