



AIRPORT ADVISORY COMMISSION
Thursday, October 21, 2021, at 1:30 p.m.
Roswell City Hall – Conference Room
425 N. Richardson, Roswell, NM 88201

MEMBERS

Dennis Kintigh, Chair
Mike Espiritu, Vice Chair
Amy Jo Coll, Member
Shawn Powell, Member
Matt McDonald, Member
Scott Stark, Staff Liaison

1. Call to Order
2. Roll Call
3. Approval of the Agenda
4. Approval of the Minutes from the Thursday, September 16, 2021 meeting

NON-ACTION ITEMS

5. Air Center Director Status Report (operations and air service, etc.) – Scott Stark
6. Air Center Deputy Director Report (business developments) – Steve Christopher
7. Property & Contracts Coordinator Report (new or renewed leases) – Jenna Lanfor
8. Status of Accent Hangar Project – Steve Christopher

NEW BUSINESS / REGULAR ITEMS

9. ROW Water Rights Resolution - Scott Stark
10. Air Center Strategic Business Plan Initiative – Steve Christopher
11. City/County Joint Resolution to Pursue Cooperative Effort – Scott Stark

Commission comments for future agenda items

12. Discuss potential agenda items for the September meeting

Reports / Announcements – Members, Council, Staff

Public Participation

Adjourn

Notice of this meeting has been given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 21-7.
NOTICE OF POTENTIAL QUORUM – A quorum of the City Council may or may not attend, but there will not be debate by the City Council, and no action will be taken.

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Airport Advisory

Thu, October 21, 2021 1:30 PM - 2:30 PM (MDT)

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Regular Meeting of the Airport Advisory Commission
Held in the City Hall Conference Room
Thursday, September 16, at 1:30 p.m.

Notice of this meeting given to the public in compliance with Section 10-15-1 through 10-15-4 NMSA 1978 and Resolution 21-7.

ROLL CALL

2. The meeting convened at 1:30 p.m. with Chair Kintigh presiding, Vice-Chair Espiritu, Commissioners Coll, McDonald and Powell being present.

City Councilors present: None

Staff present: Scott Stark, Steve Christopher, Joe Neeb, Juan Fuentes, Randall Overmier and Lisa Bennett

Guests present: Larry Connolly, Tim Archibeque, Michael Garcia, Jacquie Martinez. Jeff Hartz joined via zoom.

APPROVAL OF AGENDA

3. Commissioner Coll moved to approve the Thursday, September 16, 2021, Airport Advisory Commission agenda. Commissioner McDonald was the second. A voice vote was 5-0, and the motion passed unanimously.

APPROVAL OF MINUTES

4. Commissioner Coll moved to approve the July 15 and August 19 minutes. Commissioner Shawn Powell was the second. A voice vote was 5-0, and the motion passed unanimously.

NON-ACTION ITEMS

5. Air Center Director Status Report Update (Operations and air service etc.) – Scott Stark, Air Center Director reported the July and August numbers for passenger boarding's, operations and Air center revenues. Mr. Stark announced the promotion of Randall Overmier and asked Mr. Garcia with Armstrong Consultants to give a status update on the SE Water line Project. Mr. Garcia presented a map to give the Commissioners a better idea of the plan. Stark gave a brief presentation on the baggage makeup room project. Mr. Stark also gave the Commission an update on the Taxiway A&J reconstruction project, stating reconstruction will start on October 11 and last 75 days.
6. Air Center Deputy Director Report (new tenants, business developments, new or renewed leases) – Steve Christopher, Air Center Deputy Director Informed the commissioners that Gen Air is in negotiations to purchase back shop operations and relocate to ROW. There is an Investment company looking to invest in two engine test stands. Mr. Christopher stated that D.O.D and the State Department are conducting experimental testing with expected test bed opportunity.
7. Strategic Planning, Air Center Foundation-Steve Christopher, Air Center Deputy Director. After an open discussion the Commissioners stated that the first step is to develop a scope of services. Vice Chair, Espiritu and Commissioner Coll will work with staff to begin that step.

8. Status of Accent Hangar Project – Scott Stark, Air Center Director, stated that the site plan and survey have been completed. The Geotech, Site Civil/Foundation Design, Phase I Environmental and MOA/Lease Negotiations are in progress.
9. Air Service Update – Jeff Hartz, Mead & Hunt, presented a series of graphs that showed various of numbers comparing tickets sold, fares, revenues and aircraft departures from 2019, 2020, 2021 and expectants for 2022.

NEW BUSINESS/REGULAR ITEMS

10. RAC Water Rights Resolution – Scott Stark, Air Center Director, requested City Manager Joe Neeb give the Commissioners a background on what the resolution would mean. After discussion Commissioner Coll made a motion to postpone the resolution. Commissioner McDonald was the second. A voice vote was 4-1 with Chair Kintigh voting no, and the motion passed.
11. Rubb Building Purchase – Steve Christopher, Air Center Deputy Director, presented information regarding the Rubb Building. After a brief discussion Vice Chair, Espiritu made a motion to recommend purchase of the Rubb Building to City Council. Commissioner McDonald was the second. A voice vote was 5-0, and the motion passed unanimously.
12. Building 112 Demolition – Steve Christopher, Air Center Deputy Director, stated that it would be more expensive to fix than what it was worth. Vice Chair, Espiritu made a motion to approve to City Council to demolish Building 112. Commissioner Coll was the second. A voice vote was 5-0, and the motion passed unanimously.

Commission comments for future agenda items

13. Discuss potential agenda items for the October Meeting – Draft resolution on cooperative efforts with the County. Approve development scope of services, strategic planning. RAC water rights resolution.

Reports/Announcements – Members, Council, Staff – None

Public Participation – Larry Connolly stated he would like to create a group of people to help fund the cleanup of south main.

Adjourn

The meeting adjourned at 3:48 p.m.

Next Meeting Date

Next meeting scheduled for Thursday, October 21, 2020, at 1:30 p.m. at the City Hall Conference Room.