

Regular Meeting of the Airport Advisory Commission
Held in Meeting Room A at the Roswell Convention & Civic Center – 912 North Main Street
Thursday, March 19, 2020, at 10:00 a.m.

Notice of this meeting given to the public in compliance with Section 10-15-1 through 10-15-4 NMSA 1978 and Resolution 19-37.

ROLL CALL

2. The meeting convened at 10:01 a.m. with Chair Kintigh presiding, Vice-Chair Armstrong, Commissioner Coll, Commissioners Burress, and Kunkel being present.

City Councilors present: Judy Stubbs, and Margaret Kennard

Staff present: Juan Fuentes, Scott Stark, and Sharon Coll

Guests present: Randy Phelps and Kevin Brown

APPROVAL OF AGENDA

3. Vice-Chair Armstrong moved to approve the Thursday, March 19, 2020, Airport Advisory Commission agenda. Commissioner Coll was the second. A voice vote was 5-0, and the motion passed unanimously.

APPROVAL OF MINUTES

4. Commissioner Burress moved to approve the Thursday, February 20, 2020, Airport Advisory Commission minutes. Vice-Chair Armstrong was the second. A voice vote was 5-0, and the motion passed unanimously.

NON-ACTION ITEMS

5. Air Center Director Status Report Update (State of Roswell Report, new tenants, significant developments, new or renewed leases, etc.) – Scott Stark, Air Center Director, discussed the following: Cleaning at the Airport due to COVID 19, flight schedules unchanged and making space for additional planes to be parked.
6. Presentation by Ergon Asphalt & Emusions – Larry Erickson, VP Sales & Marketing and Juan Miranda, Ergon General Manager, no presentation discussed.

NEW BUSINESS/REGULAR ITEMS

7. Discuss and consider rescheduling the day and time of the Airport Advisory Commission April meeting – Scott Stark, Air Center Director, discussed the following: The Airport Advisory Commission schedule for Thursday, April 23, 2020.
8. & 9. Discuss and consider amendment to the City of Roswell Code of Ordinance Chapter 5 Aviation and Discuss and consider Resolution Master List of Fees (Airport Parking, Landing & Flow Fees, etc. adjustment) – After discussion by Scott Stark, Commissioner Kunkel recommended new master list

fees to be effective January 1, 2021. Commissioner Armstrong was the second. A voice vote was 5-0 and the motion passed.

Commissioner Coll made a motion to amend the proposed ordinance for Chapter 5 Aviation as follows: In the first whereas to change Roswell Air Center (ROW) to Roswell Airport, and change the same language throughout the proposed ordinance. Commissioner Armstrong was the second, a voice vote was 5-0 and the motion passed.

Commissioner Kunkel made a motion to approve the proposed ordinance as amended. Commissioner Burress was the second. A voice vote was 5-0, and the motion passed.

10. Discuss and consider options for additional Teardown Pad – Scott Stark, Air Center Director, discussed the following: The additional teardown pad including the Engineer’s estimate. This will go out as an ITB. No action taken at this time.

Commission comments for future agenda items

11. Discuss potential agenda items for the April 2020 meeting – Chair Kintigh discussed potentially presenting the following items on the agenda: “Teardown Pad Draft ITB/RFP,” “Draft fee schedule,” “Discussion of funding,” “Draft Ordinance,” “Ergon Asphalt & Emulsions, Inc.,”

Reports/Announcements – Members, Council, Staff – None

Public Participation – None

Adjourn

The meeting adjourned at 11:25 a.m.

Next Meeting Date

Next meeting scheduled for Thursday, April 23, 2020 at 10:00 a.m. at the Roswell Convention & Civic Center meeting room.