

Regular Meeting of the Airport Advisory Commission  
Held in Meeting Room A at the Roswell Convention & Civic Center – 912 North Main St.  
Thursday, August 20, 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 20-26.**

**ROLL CALL**

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

City Councilors present: Judy Stubbs, and Jason Perry

Staff present: Scott Stark, Juan Fuentes, Jeff Bechtel, Sharon Coll, and Lorena Borunda.

Guests present: Randy Phelps, Lisa Dunlap, Tim Archibeque, Mike Garcia, Mark Bleth, and Bill Davis.

**APPROVAL OF AGENDA**

3. Commissioner Armstrong moved to approve the Thursday, August 20, 2020, Airport Advisory Commission agenda. Commissioner Coll was the second. A voice vote was 4-0, and the motion passed with Commissioner Burress being absent.

**APPROVAL OF MINUTES**

4. Commissioner Kunkel moved to approve the Thursday, July 23, 2020, Airport Advisory Commission minutes. Commissioner Coll was the second. A voice vote was 4-0, and the motion passed with Commissioner Burress being absent.

**NON-ACTION ITEMS**

5. Air Center Director Status Report Update – Mr. Scott Stark, Air Center Director, discussed the following: New staff member at the Airport Lorena Borunda, the July 2020 Airport Operations report, no new leases, only renewal leases on AerSale, NTVI, and John Berry, Dixie Lee Wagner, and Cliff Waide, as individuals, cleaning procedures at terminals, and the progress of the water tower. Mr. Stark also discussed the news of American Airlines suspending services from October 7 thru November 3, 2020 in fifteen cities, Roswell being one of the cities.
6. New Crunch Pad Status Update – Mr. Scott Stark, Air Center Director, has engaged Mr. Garcia, Armstrong Consultants, to start the process. A task order is being reviewed by Dennis Corsi of Armstrong. Mr. Stark and Mr. Garcia are looking into a grant.
7. CARES Act USED A Grant Application Update – Scott Stark, Air Center Director, and Mr. Garcia, Armstrong Consultants, discussed using fire suppression in Hangar 84, funding

and the benefits of investing to maintain and bring to code a hangar versus building a complete new hangar. The grant is no longer \$5 million dollars, it has gone down to \$3 million dollars. Possibilities to fund the other \$2 million dollars were discussed.

**FOR THE RECORD COMMISSIONER ARMSTRONG LEFT AT 10:53 a.m.**

**NEW BUSINESS/REGULAR ITEMS**

8. Discuss and consider options for new Air Center Minimum Standards and General Rules & Regulations – Scott Stark, Air Center Director, reviewed the corrections made by sections. Mr. Stark discussed the Airport Rules and Citations may need to be reviewed by Mr. Patterson in Legal. No action taken.

**COMMISSION COMMENTS FOR FUTURE AGENDA ITEMS**

9. Discuss potential agenda items for the September meeting – Chair Kintigh discussed potentially presenting the following agenda items: ROW Rules and Regulations update, Hangar 84 Project, Airline Services-Have consultant Jeff Hertz join telephonically.

**REPORTS / ANNOUNCEMENTS – MEMBERS, COUNCIL, STAFF** – None

**PUBLIC PARTICIPATION** – Mark Bleth: 406 S. Lea with Berkshire Hathaway. Mr. Bleth has the exclusive listing of the Millennium Building. He has contracted a drone service for footage, which will be available to the City of Roswell.

**ADJOURN**

The meeting adjourned at 11:25 a.m.

**NEXT MEETING DATE**

Next meeting scheduled for Thursday, September 17, 2020 at 10:00 a.m. at the Roswell Convention & Civic Center meeting room.