

Regular Meeting of the Airport Advisory Commission  
Held in Meeting Room A at the Roswell Convention & Civic Center – 912 North Main St.  
Thursday, October 15, 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 10:00 a.m. with Chair Kintigh presiding, Vice-Chair Armstrong, Commissioner Coll, Commissioner Kunkel, and Commissioner Burress being present.

City Councilors present: None

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

Guests present: Dennis Corsi, Mike Garcia, Justin Pietz, Brooke Barber, Kevin Brown

**APPROVAL OF AGENDA**

3. Commissioner Burress moved to approve the Thursday, October 15, 2020, Airport Advisory Commission agenda. Commissioner Coll was the second. A voice vote was 5-0, and the motion passed.

**APPROVAL OF MINUTES**

4. Commissioner Armstrong moved to approve the Thursday, September 17, 2020, Airport Advisory Commission minutes. Commissioner Burress was the second. A voice vote was 5-0, and the motion passed.

**NON-ACTION ITEMS**

5. Air Center Director Status Report Update – Mr. Scott Stark, Air Center Director, discussed the following: There are no new updates in air service, we have air service through the month of November. American Airlines possibly cancelling service to other cities in addition to the initial fifteen cities. Mr. Stark also discussed the September 2020 Airport Operations report. The new Airport Security Coordinator has been filled by Ned Karavdic. There is an opening for a Property and Contracts Coordinator. Renewal leases for Carlton Walker, Kurt Richardson, Kent Goodman, Alien City Dragway, Tom Wadsworth, and GenAir, LLC will be on the Legal Committee next week.
6. CARES Act USED A Grant Application Update – Scott Stark, Air Center Director, has been in contact with EDA. Due to COVID, the September meeting was cancelled and postponed for some time in October.
7. Air Service- Scott Stark, Air Center Director. Discussed in Air Center Director Status Report.

8. Armstrong Consultants –Dennis Corsi, Mike Garcia, Justin Pietz, Brooke Barbers. Armstrong Consultants presentation included information about their company, services and contractual relationship with the City of Roswell. Armstrong Consultants answered Commissioners questions as well.
9. Old Municipal Airport Federal Aviation Administration Status – Scott Stark, Air Center Director, Juan Fuentes Administrative Services Director. The appraisal of the property was received yesterday. Mr. Fuentes will be reviewing it and submitting it as final piece of information requested by the Federal Aviation Administration.

#### **NEW BUSINESS/REGULAR ITEMS**

10. Discuss and consider options for New Crunch Pad – Scott Stark, Air Center Director. Mr. Stark and Mike Garcia, Armstrong Consultants, coordinated with AerSale and have come up with a 250' x 300' concave pad with a 10"-12". Mr. Stark has applied for a State Grant. No action was taken.
11. Expanding Air Center Storage Area- Scott Stark, Air Center Director. The Air Center discussed expanding the parking area. Although the crews are becoming more efficient in lining up the aircraft, full capacity could be reached by the end of the year. The Air Center would like to start a preliminary plan, plan it out, engineer something solid and wait. No action was taken.

#### **COMMISSION COMMENTS FOR FUTURE AGENDA ITEMS**

12. Discuss potential agenda items for the November meeting – Chair Kintigh discussed potentially presenting the following agenda items: Expansion of Storage Area, Hangar 84 Project, Airline Services, New Crunch Pad, and Municipal Airport Update.

**REPORTS / ANNOUNCEMENTS – MEMBERS, COUNCIL, STAFF** – Mr. Stark, Air Center Director announced the Navy will be here January 30 – April 15, 2021. They will bring in 150 people and 25 planes.

**PUBLIC PARTICIPATION** – None

#### **ADJOURN**

The meeting adjourned at 11:47 p.m.

#### **NEXT MEETING DATE**

Next meeting scheduled for Thursday, November 19, 2020 at 10:00 a.m. at the Roswell Convention & Civic Center meeting room.