

AIRPORT ADVISORY COMMITTEE MEETING

Minutes

2nd Quarter 2023

Conducted on 30 March 2023, 10:00 AM

Angel Fire Airport (KAXX), Owned and Operated by Colfax County, New Mexico

1. Call to Order: 10:05 am
2. Pledge of Allegiance
3. Roll Call: Monte Gore, Brett Wier, Jay Mitchell, Jeffrey Gilmer, Burt Lehman, Mark Manley, Pete Dunavant, Cher Hansen. Scott Matthews
4. Approval of the Agenda
5. Approve Regular Meeting Minutes: 1st Quarter 2023, January 18th, 2023: Unanimous vote.
6. Recognize Visitors and Guests: Mike Provine, Dr, Jacqueline Boyd, Colfax County Commissioner Si Trujillo, Fraser McPhee.
7. Public Comment: Dr Jacque Boyd discussed the passing of Angel Fire resident and aviation legend Dick Spivey. She talked about establishing a scholarship program through the recently founded Angel Fire Aviation Foundation. She also asked about the status of previously discussed ongoing airport maintenance issues and the County's response. The discussion moved towards using N.M. State Road surface grindings to pave the parking area. Manager Gore was directed by Commissioner Wier to contact the State DOT to see if the grindings are still available and to order a quantity to pave the lot.
8. New Business
 - a. ICIP discussion. This lengthy discussion was started by an update from Mike Provine, the County Engineer. Grant funding status, items that have been completed, such as the runway resurfacing in 2022, environmental issues with the fuel farm and the FAA 50.10 inspection (runway edge lighting is a hot point). Mike's main point was that safety is paramount to the FAA and that the ICIP should prioritize to that end.

The AFA* ICIP previously published, has prioritized the work that needs to be completed in a timely manner. The AFA ICIP is available for public view at Colfax County Government. Fraser McPhee, talked about an upgrade to the landing approach lighting system. Jay Mitchell also spoke about the loss of revenue in at the airport and its causes. Discussion moved towards hanger construction, which it was unanimously confirmed that a single large transient hanger would be best before the T hangers are built.
 - b. Airport ops manual. A motion was made to form a committee to write an operations manual for the airport and management qualifications. It was unanimously passed.
 - c. Recommendation of voting member alternates. The list of names: Joana Apodaca for Monte Gore. Dr. Jacqueline Boyd for Jeffrey Gilmer, Michelle Tousley for Jeff Carr, Mark Manley for John Kitts.

- d. Recommendation of non-voting member. Mr. Burt Lehman a Angel Fire resident is recommended as a nonvoting member

9. Old Business

- a. Colfax county update on the status of the FBO.

County Manager Gore stated that a second RFP will be published in the near future, but no firm timeline was established. Some discussion of having the AFAAC being part of the RFP process but no specific details of how that will happen was defined. There was discussion from all parties present regarding who and how the future FBO should be established and operate.

- b. New procedures for county administered funds for airport financial needs, Ms. Apodaca. Ms. Apodaca was not present at the meeting, Mr. Gore outlined how the “emergency” funds were appropriated for the past few month’s issues at AFA. Some clarity was given on the process and procedures the County uses in procurement. This issue was postponed until MS. Apodaca can attend the meeting.
- c. Angel fire lodgers tax status and balance.
- d. Furniture disposal and replacement status and flagpole replacement. Manager Gore outlined a procedure to address this issue. Flag poles have since been ordered and furniture is being looked at for purchase. Jay Mitchell is the lead on this.
- e. Hanger buildout. Mr. Provine.

10. Airport Manager’s Update

- a. Monthly Sales and Traffic Update (January, February 2023). Scott Matthews reported a fall of revenue of over 65% compared to 2022.
- b. Fuel Status. Only the fuel pumps are available for aircraft refueling.
- c. Vehicle and Equipment Update (Snow Removal). Both fuel trucks are inoperative, the avgas truck since Oct.2022 and the Jet A truck since Feb. 2023. The Snowplow has been inop since Jan 2022. No timeline is available for return to service. The Colfax County roads department has added clearing the runway to their normal snowplow operations.
- d. On-going Building Improvements/Updates. No new activities were reported.
- e. Parking and driveway snow removal. The County roads department has added this to their duties as no snowplow vehicle has been issued to the airport. Discussion as to why a pickup truck type plow is unavailable gave no timeline for resolution.

Board Member Announcements/Updates. None were presented.

11. Next Meeting – Tentatively set for May 25th.

12. Adjourn

- *AFA= Angel Fire Airport