
A regular meeting of the Alamosa County Airport Advisory Board was held in person and virtually on March 09th, 2023, at 8:15am.

Members Present

- Kent Buchanan
- Andrew Hartman
- Randy Wright
- Donna Wehe

Others Present:

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| • Will Hickman | • Chris Martinez |
| • Keeli Larsen | • Jon Weeks |
| • Tara Maugham | • John Waters |
| • Erin Minks | • Nate Pacheco |
| • Adam Lopez | • Sarah Stoeber |
| | • Vern Heersink |

Call to order at 8:15

Roll Call

Additions / Deletions to the Agenda

No additions or deletions to the agenda

Approval of the Agenda

Randy Wright made a motion to approve the March 09th, 2023 agenda and Donna Wehe second. The agenda was approved unanimously.

Approval of the Minutes

A motion was made to approve the January 12th, 2022 minutes by Donna Wehe, Randy Wright second. Minutes were approved unanimously.

Public Comment:

None

Airport Manager -Will Hickman

Will Hickman welcomed and thanked everyone for coming to the meeting. Will stated that he would be talking about the projects that are happening at the Airport.

The first big project is the SRE building. Will had just received the 60% design from Aviation. The board was able to see the layout at the January board meeting. There had been not change to the design. Jon



Weeks joined in and stated that the design should be done by the end of March, they will advertise in April and open the bid by May.

The second is rental cars. Will did say that the RFP- request for proposal out now. Pre-bid meeting was last Friday, this Friday deadline for questions is due, and next Friday the bids are to be in. On the following Monday will be the bid opening and on Wednesday during the Commissioners meeting will be the bid selection. Will asked if anyone knew of any companies that might want to submit a bid to let him know. Advertising was done with the Valley Courier, and put on our website. Will also has reached out to past RFP bidders to let them know. Will apologized to the community for not having a rental car place but was doing everything he could to get the process going to get a new rental car company in as soon as possible. Randy Wright asked if there was any interest yet and Will stated that he did have one company that is interested and is a local company. Randy also asked will if he had sent information to all the bigger companies. Will did send information out to them, but has not received anything back from any of them yet. Kent Buchanan asked Will if the selection was on Wednesday March 22nd 2023 and then how long would we have a company in place to rent cars. Will said yes March 22nd 2023 and the goal is to have the start date of April 3rd. Would work with them on the start date because it really isn't a lot of time to get started.

Enplanements-

January- 507 enplanements

February- 417 enplanement

Will stated that we ended 2022 with roughly around 8800 enplanements which did put us short of 10,000. He said that in the last month or so we have been reaching out to other companies that we know that fly in here to help us get over the 10,000 mark.

Couple other projects that Will, Casey, and Keeli are working on are the Rules and Regulations draft for the Airport and also the Minimum Standards. They have a goal for the end of March to get a rough draft done on the Rules and Regulations. Donna Wehe asked what the Rules and Regulations govern and who is requiring it. Will stated that the Rules and Regulations govern the Airport. It gives the tenants rules to follow. It is something that the FAA thinks all airports should have. The Minimum Standards is really important too. It is a grant assurance requirement. Minimum standards govern the commercial development requirements for the airport. We will get a rough draft for both and then come to the board and then to the County Commissioners to approve.

Will said that the airport has two new mechanics. We are splitting them with Road and Bridge. We will pay one day of their wage. They come once a week or as needed. He feels that it is helping and hopefully we will do a better job of keeping up on our maintenance on equipment

Will talked more about the Aerosimple program that he talked about in the January 2023 meeting which is the management program for a 139 airport. Casey had an example of a work order which he explained as it was passed around to the board to see. The form was a new quarterly inspection form.

Kent Buchanan said he talked to Erin Minks about money for a new hangar for Denver Air Connection and he added that she said that the Congressional Earmarks where due on March 10, 2023 and he asked



Will if the Hangar would cost around \$5,000,000.00. Will said that after talking to Jon Weeks that it probably would be more than \$5,000,000.00. That for a 10,000 square foot hangar which is probably

the size that they need. Jon Weeks wants to do more research before saying a price but he feels that \$5,000,000 is low. Kent stated that Erin felt like that with all the funds that the airport is receiving now that is was not a good time to submit an Earmark for a new hangar.

Kent felt that he didn't want to wait he wants to try and get something together sooner.

Will said that Roni Wisdom the County Administrator is trying to figure out something. Will doesn't have a lot of information yet.

HOMELAND SECURITY GRANT (HSG)- CASEY PAMPERIEN-

Casey Pamperien reported that the Homeland Security Grants, both the lighting project and camera project for 2020-2021 are almost complete.

Lighting Project needs the larger pole and lights to put up. They will put them up in the spring. WSB will wrap up the camera project. He told the board that they could come anytime to look at the cameras if they would like to. Both companies have been great to work with and worked well with each other.

Casey stated that now they would start the 2022 with the generator. He is working on the details. It looks like the airport can purchase a used generator. Trying to figure out if it should be purchase it by the airport on their own or hire a consultant. Donna Wehe asked if the grant was already awarded and if there was a time line to use it. Casey said it was already awarded and the good thing was there was 18 months to use it.

EAS- Denver Air Connection- Jon Coleman

No Report

Marketing - Kale Mortensen-

Keeli Larsen gave a report for Kale Mortensen since he was unable to attend the meeting. Keeli stated that Kale had no new information at this time.

Parking Lot Committee-Donna Wehe

Donna Wehe reported that the committee invited Amy McKinley from the Treasures Office to join the us because we need to have the payment system go in hand with her office. She was looking into a company that the Treasures office uses and last minute they came back and said that they where unable to do our parking system. Our project just wasn't a good fit for them. She is looking at other places.

Donna surveyed six airports that are similar to Alamosa to see what an average cost would be to charge. She said the Pueblo airport does not charge for parking and very proud of that fact. Pueblo was one of the six airports that she used, and Donna's recommendation was \$6.00 to \$7.00 a day. This will all depend on what our cost will be. There was more discussion on what kind of system we are going to need.

Centric Aviation FBO – Tara Maugham



Tara Maugham reported:

January 2023 total-160
48-airline
112-general aviation
February 2023 total-155

45-airline
108-general aviation
315 aircrafts serviced by FBO for the year 2023
Same as previous years.

Tara updated the board that they would be sending Adam Lopez the Alamosa FBO Manager to a success seminar in New Orleans next month.

Other Business:

Randy wanted to discuss more about the 45-minute requirement before boarding. There has been a couple of complaints. Lots of input on this subject. The board wanted Will to reach out to DAC and TSA and talk to them. Randy also brought up that the airline schedule does not work. We really need to talk to someone at DAC. Will was going to talk to Jon Colman about it.

Donna wanted it to be noted in the minutes that we need to ask the County Commissioners that there is a new recommendation from the GA community to be recommended to the Airport Advisory Board. Keith Curley is the recommendation. Randy was going to talk to Keith and make sure he was interested. Will was going to reach out to other tenants and see if any of them would be interested.

Adjourned:

Meeting Adjourned at 9:04