

A regular meeting of the Alamosa County Airport Advisory Board was held in person and virtually on January 12th, 2023, at 8:15am.

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Members Present

- Kent Buchanan
  - Andrew Hartman
  - Randy Wright
  - Donna Wehe
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Others Present:

- Will Hickman
- Keeli Larsen
- Tara Maugham
- Erin Minks
- Adam Lopez
- Chris Martinez
- Kale Mortensen
- Jon Weeks
- John Walters
- Vern Heersink
- John Colman

**Call to order at 8:15**

Roll Call

**Additions / Deletions to the Agenda**

Additions were made to the agenda for the Airport Advisory Board Elections for officers will be right before Airport Manager

**Approval of the Agenda**

Donna Wehe made a motion to approve the January 12<sup>th</sup>, 2023 agenda and Kent Buchanan second. The agenda was approved unanimously.

**Approval of the Minutes**

A motion was made to approve the November 12<sup>th</sup>, 2022 minutes by Andrew Hartman, Kent Buchanan second. Minutes were approved unanimously.

**Public Comment:**

Erin Minks from Senator Bennet's office she thanked everyone for their hard work up to this point.



### **Airport Advisory Board officer elections-Randy Wright**

Randy Wright asked if Andrew Hartman had an interest of being Chairman or Vice Chairman. Andrew did not see how he could do it. Donna had no interest either. Randy Wright talked it over with Kent Buchanan and expressed that Kent Buchanan was okay with becoming Chairman if Randy was Vice Chairman. Donna Wehe made a motion for Kent Buchanan to be Chairman and Randy Wright to be Vice Chairman. Andrew Hartman second it. The motion was approved unanimously. It was also noted that Colin Gardner decided not to submit his name again for the Airport Advisory Board. The Alamosa County Commissioners are looking for someone to fill the position.

### **Airport Manager -Will Hickman**

Will updated the board on a potential parking lot payment system. Looking at a mobile parking lot system. There are two systems that he is looking at. One system is from a company called MSB which goes along with the treasures office new system that they are using now. The other system will work with the treasures system. Will said he would like to look at both of them before deciding. In the 2023 budget there is \$8,400.00 for a parking lot payment system which did get approved. Will asked the board if he needed to bring these two companies to the board and then to the County Commissioners. Donna Wehe suggested that the Parking Lot Committee look at the pros and cons of both companies and then come to the Advisory board next month. Will briefly explained how the payment system might work. He said he was going to look more into it for 2023.

For the parking lot study there is \$15,000 in the budget. Will will start looking into the study further with Jvation, but the main focus right now with Jvation is the SRE/ARFF building.

Will explained and showed the board a new system called Aerosimple that is being used to document inspections and work orders.

Randy asked about wildlife that there might be with the fence that was put up. Will said mostly birds and rabbits. Randy then asked if Aerosimple kept track of hours worked on the work orders. Will explained that it does just haven't set that feature up yet.

Will showed and talked about the approved 2023 budget for the Airport. This budget can be found on the Alamosa County website. Will said that there is a proposed revenue of \$4,236,719.00. He stated that there is a lot of expenses, of course which are due to a lot of projects that are going on that are pretty expensive. He explained you definitely see that we are not self-efficient. Expenses are 5.4 million and the deficit is about 1.2 million. A lot is covered through general fund and some grants. Will would like to focus on this year to start and make the Airport more efficient. Thinking out of the box to try and accomplish this.

Donna asked that if the Board of County Commissioners could approve or not approve a budget that was either negative or positive and Commissioner Vern Heersink said no that it did not matter either way. Will explained that when we went to the Part 139 certification, it has created more expense for the airport.



The \$1.2 million deficit includes a non-cash expense of \$754,000 for depreciation. Therefore, we anticipate the total San Luis Valley Regional Airport deficit to be around \$457,127, which in support is provided by Alamosa County.

**Capital Projects-** The main projects that are the focus right now Will stated are the SRE (Snow Removal Equipment) building. It is a requirement by the FAA to house all snow removal equipment. Next thing is an SRE broom. It is over 20 years old so it is time to start upgrading. It is very expensive piece of equipment. If you want to go through the AIP/FAA funding you have to buy it brand new and it is Over \$700,000.00. So, with the SRE design it is going to cost more than planned, so might have to take money away from the broom and put towards the building. Still looking at that for right now. Another project that money will be going to is the Taxi way for pavement maintenance. That is to refresh all the markings to keep them bright for the pilots. It will be all local funds and Will put \$10,000.00 in the budget for this project. We are trying to keep it around \$10,000.00.

Will said that we still put money towards the ILS System which stands for Instrument Land System. This cost \$30,000.00 and comes from all local funds.

John Weeks explained more about the SRE building. He showed the current layout and said they moved to the middle of Airfield, and it is a better location. Hoping to have a better idea of cost beginning of February. Erin Minks asked about the funding and Will said they were using the BIL and AIP.

Will updated the board on the Amnesty Box and said that he has the Box ready to be purchased just waiting to hear back from the Sheriff's office.

#### **Enplanements-**

November- 590 enplanements

December- 604 enplanements

Total year to date – 8,011

Did come up short of the 10,000 but will be okay for the funding for this year.

#### **HOMELAND SECURITY GRANT (HSG)- CASEY PAMPERIEN-**

Casey Pamperien is off on Thursday's so Will gave his report.

There is a \$47,000.00 camera grant for 2021 and WSB computer did sign a contract put the camera's in.

They will be starting at the terminal and going to add on the north side of the building, will then put more at the ARFF building, on to Hangar B the other side of Centric.

Other part of Homeland Security was the 2020 lighting. Having some hang-ups with the contractor getting there SAM.GOV registration. Will thought that it did finally get taken care of. Will have to get quotes on a lot of things such as a pole for a new light pole that will have to be put up. There is not a date yet to when it will start.

#### **EAS- Denver Air Connection- Jon Coleman**

John Coleman was listening by phone but had to get off so Will Hickman gave a report for John. John texted Will and said.

1. They have a sale right now that is currently airfare is starting at \$69.00.



2. Operations are good only a few weather delays and will can speak to that.

3. They have made a fuel deal with the FBO and are fueling daily.

4. Looking at bring back the overnight stay. With a 0900 start in mid-march. Would stay spring, summer, and fall. This is not set in stone but leading to that direction.

### **Marketing - Kale Mortensen-**

Kale Mortensen reported that one of the challenges that they are facing is that Denver Air connection runs a lot of random promotional sales which is nice but hard for marketing to plan for. For this year look at setting up to contracts. Will be setting up digital adds one on the Valley Courier, and Alamosa Citizen. He stated that he will still have the billboards and reporting on Alamosa.org.

### **Parking Lot Committee-Donna Wehe**

Covered in the Airport Manager Report by Will Hickman

### **Centric Aviation FBO – Tara Maugham**

Tara Maugham reported:

November 2022 total-195

51-airline

144-general aviation

December 2022 total-170

51-airline

119 –general aviation

2,325 aircrafts serviced by FBO for the year 2022

They are headed to Tennessee to a Conference to do some show casing of the Alamosa Airport and their other FBO locations. They are brining Stephen along with them.

Donna Wehe asked Tara Maugham if the numbers that she reported were ok with them for November and December. Tara said that it was what they were expecting for those months.

Donna also asked if she or Andrew Hartman could get the word out about someone filling the Advisory Board position that is available that would be great.

### **Other Business:**

None

### **Adjourned:**

Meeting Adjourned at 9:15