




City of Santa Fe, New Mexico

Memorandum



DATE: May 26, 2026

TO: Finance Committee, Public Works and Utilities, and Governing Body

FROM: Jimmy Gunn, Interim Airport Director 

VIA: Paulette Ortiz, Grant Administrator

ITEM AND ISSUE:

Request For Approval to charge a Passenger Facility Charge for Santa Fe Regional Airport.

1. Request for Approval to charge a Passenger Facility Charge in the amount of \$3.00.
(Jimmy Gunn, Interim Airport Director, jgunn@santafenm.gov; Paulette Ortiz, Administrative Grant Administrator, pkortiz@santafenm.gov)

BACKGROUND AND SUMMARY:

The Santa Fe Regional Airport is requesting approval to collect a passenger facility charge per commercial ticket. This charge will be applied to the ongoing airfield projects only. Most airports collect PFC funds to help aid their airfield projects. This application is also approved by the federal aviation department. The airport advisory board has motioned to approve this request on their May 21st 2026 monthly meeting.

ACTION:

Approval to accept the Passenger Facility Charge for Santa Fe Regional Airport

COMMITTEE REVIEW:

Finance Committee: 6/8/2026
Public Works and Utilities: 6/1/2026
Governing Body: 6/10/2026

Signature: 

Email: jgunn@santafenm.gov

**NOTICE OF INTENT
TO
IMPOSE A PFC CHARGE
AND
USE PFC REVENUES
AT
SANTA FE REGIONAL AIRPORT**

**As Authorized under
Passenger Facility Charge (PFC) Authorization at Non-
Hub Airports
(\$158.30)**

**Submitted To The
Federal Aviation Administration
By The
CITY OF SANTA FE, NEW MEXICO**

May 7, 2026

PASSENGER FACILITY CHARGE (PFC) APPLICATION

PASSENGER FACILITY CHARGE (PFC) APPLICATION

1. Application Type <i>(Check all that apply)</i> <input checked="" type="checkbox"/> a. Impose PFC Charges <input checked="" type="checkbox"/> b. Use PFC Revenue <input type="checkbox"/> c. Amend PFC No.	FAA USE ONLY Date Received: PFC Number:
--	--

PART I - General

2. Public Agency Name, Address, and Contact Person Agency Name: City of Santa Fe Address: 121 Aviation Drive City, State, ZIP: Santa Fe, NM 87507 Contact Person: Jimmy Gunn	3. Airport(s) to Use Santa Fe Regional Airport (SAF)	4. Consultation Dates a. Date of Written Notice to Air Carriers: 02/25/2026 b. Date of Consultation Meeting with Air Carriers: 04/07/2026 c. Date of Public Notice: 02/24/2026
---	--	--

PART II - Charges

5. Charges				
a. Airport to Impose: Santa Fe Regional Airport (SAF)	b. Level <input type="checkbox"/> \$1.00 <input type="checkbox"/> \$2.00 <input checked="" type="checkbox"/> \$3.00 <input type="checkbox"/> \$4.00 <input type="checkbox"/> \$4.50	c. Total Estimated PFC Revenue Impose: 387383 Use: 387383	d. Proposed Effective Date: 06/01/2026	e. Estimated Expiration Date: 01/31/2027

PART III - Attachments

6. Attachments <i>(Check all that Apply)</i>		
a. Airport Capital Improvement Plan	<input checked="" type="checkbox"/> Attached	Submitted with Application Number:
b. Application Project Information	<input checked="" type="checkbox"/> Attached	Submitted with Application Number:
c. Air Carrier Consultation and Public Notice Information	<input checked="" type="checkbox"/> Attached	Submitted with Application Number:
d. Request to Exclude Class(es) of Carriers	<input type="checkbox"/> Attached	Submitted with Application Number:
e. Alternative Uses/Projects	<input type="checkbox"/> Attached	Submitted with Application Number:
f. Competition Plan/Update	<input type="checkbox"/> Attached	Submitted with Application Number:
g. ALP/Airspace/Environmental	<input checked="" type="checkbox"/> Attached	Submitted with Application Number:
h. Notice of Intent Project Information	<input checked="" type="checkbox"/> Attached	Submitted with Application Number:
i. Other:	<input type="checkbox"/> Attached	Submitted with Application Number:

PART IV - Certification

7. With respect to this PFC application I hereby certify as follows:		
<ul style="list-style-type: none"> To the best of my knowledge and belief, all data in this application are true and correct; This application has been duly authorized by the governing body of the public agency; The public agency will comply with the assurances (Appendix A to Part 158) if the application is approved; For those projects for which approval to use PFC revenue is requested, all applicable ALP approvals, airspace determinations, and environmental reviews required by the National Environmental Policy Act have been completed. If required, the public agency has submitted a competition plan in accordance with 49 U.S.C. 47106(f); and If required by 49 U.S.C. 40117(d)(4), adequate provision for financing the airside needs, including runways, taxiways, aprons, and gates, has been made by the public agency. 		
a. Name of Authorized Representative Jimmy Gunn	b. Title Airport Manager	c. Telephone Number 505-955-2901
d. E-mail Address jdgunn@santafenm.gov		

Please read the following information: By signing this document, you are agreeing that you have reviewed the following disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

e. Signature of Authorized Representative 	f. Date Signed
--	-----------------------

ATTACHMENT C

Air Carrier Consultation and Public Notice Information

**AIR CARRIER CONSULTATION
SANTA FE REGIONAL AIRPORT
NOTICE OF INTENT
TO
APPLY FOR AUTHORITY TO IMPOSE A PASSENGER FACILITY CHARGE (PFC)
AND
USE PFC REVENUE**

On February 25, 2026, the City of Santa Fe provided written notice to air carriers having as significant business interest at Santa Fe Regional Airport. A copy of each letter sent to the air carriers and the associated Exhibits is attached. The letter contained the following information.

- A description of the projects the City of Santa Fe is considering for funding by PFCs.
- The PFC level for each project.
- The proposed charge effective date for the notice of intent.
- The estimated charge expiration date for the notice of intent.
- The estimated total PFC revenue the City of Santa Fe will collect for the notice of intent.
- The date and location of the air carrier consultation meeting.

No comments were received from the air carriers and none of the notified air carriers attended the meeting. Both a copy of the sign-in sheet from the meeting, as well as minutes of the meeting, are attached.

NO WRITTEN CERTIFICATION OF AGREEMENT OR DISAGREEMENT WITH ANY OF THE PROPOSED PROJECTS WAS RECEIVED FROM THE NOTIFIED AIR CARRIERS WITHIN 30 DAYS FOLLOWING THE MEETING.



February 25, 2026

Accounts Payable
American Airlines
7465 63rd St.
Tulsa OK, 74133

SUBJECT: Notice by Public Agency of Intent to Apply for Authority to Impose a Passenger Facility Charge (PFC) and Use PFC Revenue at Santa Fe Municipal Airport

Dear Accounts Payable:

As provided in Title 14 Code of Federal Regulations (CFR) Part 158.30, ***PFC Authorization at Non-Hub Airports***, the City of Santa Fe intends to file a Notice of Intent with the Federal Aviation Administration (FAA) for the authority to impose a Passenger Facility Charge (PFC) and use PFC revenues for specific future projects at Santa Fe Municipal Airport (see Attachments A and B).

As required under Section 158.23 of 14 CFR Part 158, *Passenger Facility Charges*, the City of Santa Fe is hereby providing written notice to all U.S. air carriers operating at Santa Fe Municipal Airport of its intent to impose a new PFC. 14 CFR Part 158 is the final rule by the FAA that implements Sections 9110 and 9111 of the *Aviation Safety and Capacity Expansion Act of 1990*, which was passed by the U.S. Congress in November 1990.

THE AIRPORT SYSTEM

The City of Santa Fe serves as the governing body that oversees the operation of Santa Fe Municipal Airport. The airport is designated by the FAA as a Commercial Service – Non-Hub Primary Facility intended to serve short-haul (less than 1,500 miles) air carrier markets and general aviation. The City of Santa Fe's objective is to operate the airport as a self-sufficient enterprise.



BACKGROUND

It is the policy of the City of Santa Fe to continue to improve Santa Fe Municipal Airport to meet the aviation demands of the Santa Fe area in a financially and environmentally sound manner. The existing and forecasted growth in aviation activity requires the City of Santa Fe to improve its airport facilities; therefore, the city has developed an Airport Capital Improvement Program (ACIP) that identifies facility improvements that will be required at Santa Fe Municipal Airport during the next five (5)-year period. The City of Santa Fe intends to fund a number of these airport improvements wholly or in part with revenues generated by PFCs. To the extent that PFCs will not be adequate to fund all of the proposed projects, other federal, state, and local capital funds will be applied.

AIRLINE NOTIFICATION – REQUIRED INFORMATION

The following paragraphs provide the information required under Section 158.23 of 14 CFR Part 158 for the notice to air carriers serving Santa Fe Municipal Airport.

I. NOTICE OF INTENT #1

Section 158.23 (a) (1), Description of Projects Being Considered for Funding by PFC Revenue.

A description of the projects at Santa Fe Municipal Airport being considered for funding, in whole or in part, by PFCs is provided in Attachments A and B.

Section 158.23 (a) (2), PFC Level, Proposed Charge Effective Date, Estimated Expiration Date, and Estimated Total PFC Revenue.

- PFC Level: **\$3.00 per enplaned passenger**
 - As per Section 158.23, an enplaned passenger is defined as a domestic, territorial, or international revenue passenger enplaned in the United States in scheduled or nonscheduled service on aircraft in intrastate, interstate, or foreign commerce. A revenue passenger is one who possesses an air travel ticket. An air travel ticket means all documents pertaining to a passenger's complete itinerary necessary to transport a passenger by air, including passenger manifests.

- Proposed Charge Effective Date: **June 1, 2026**
- Estimated Charge Expiration Date: **January 31, 2027**
- Estimated Total PFC Revenue: **\$387,383**, not including interest



Section 158.23 (a) (3), Classes of Carriers Not Required to Collect PFCs

None.

Section 158.23 (a) (4), Date and Location of Meeting to Present the Projects Listed in Attachment A.

April 7, 2026 - - 2:00 p.m.
Airport Administration Offices
Santa Fe Municipal Airport
121 Aviation Drive
Building 3002B
Santa Fe, NM 87507

Please note Section 158.23 (c) (I) stipulates that within 30 days following issuance of this notice, each carrier must provide the city with a written acknowledgment that such notice was received.

I look forward to seeing you or your representative at this meeting. In the meantime, please feel free to call me at **(505) 955-2901** if you have any questions.

Sincerely,

Jimmy Gunn
Airport Manager

Attachments (2)

- c. Ben Guttery – FAA
- James Fuller – FAA
- Leah Marquez – Molzen Corbin
- Dave Fitz – Coffman Associates



February 25, 2026

Accounts Payable
United Airlines
233 South Wacker Dr.
Chicago IL, 60606

SUBJECT: Notice by Public Agency of Intent to Apply for Authority to Impose a Passenger Facility Charge (PFC) and Use PFC Revenue at Santa Fe Municipal Airport

Dear Accounts Payable:

As provided in Title 14 Code of Federal Regulations (CFR) Part 158.30, ***PFC Authorization at Non-Hub Airports***, the City of Santa Fe intends to file a Notice of Intent with the Federal Aviation Administration (FAA) for the authority to impose a Passenger Facility Charge (PFC) and use PFC revenues for specific future projects at Santa Fe Municipal Airport (see Attachments A and B).

As required under Section 158.23 of 14 CFR Part 158, *Passenger Facility Charges*, the City of Santa Fe is hereby providing written notice to all U.S. air carriers operating at Santa Fe Municipal Airport of its intent to impose a new PFC. 14 CFR Part 158 is the final rule by the FAA that implements Sections 9110 and 9111 of the *Aviation Safety and Capacity Expansion Act of 1990*, which was passed by the U.S. Congress in November 1990.

THE AIRPORT SYSTEM

The City of Santa Fe serves as the governing body that oversees the operation of Santa Fe Municipal Airport. The airport is designated by the FAA as a Commercial Service – Non-Hub Primary Facility intended to serve short-haul (less than 1,500 miles) air carrier markets and general aviation. The City of Santa Fe's objective is to operate the airport as a self-sufficient enterprise.



BACKGROUND

It is the policy of the City of Santa Fe to continue to improve Santa Fe Municipal Airport to meet the aviation demands of the Santa Fe area in a financially and environmentally sound manner. The existing and forecasted growth in aviation activity requires the City of Santa Fe to improve its airport facilities; therefore, the city has developed an Airport Capital Improvement Program (ACIP) that identifies facility improvements that will be required at Santa Fe Municipal Airport during the next five (5)-year period. The City of Santa Fe intends to fund a number of these airport improvements wholly or in part with revenues generated by PFCs. To the extent that PFCs will not be adequate to fund all of the proposed projects, other federal, state, and local capital funds will be applied.

AIRLINE NOTIFICATION – REQUIRED INFORMATION

The following paragraphs provide the information required under Section 158.23 of 14 CFR Part 158 for the notice to air carriers serving Santa Fe Municipal Airport.

I. NOTICE OF INTENT #1

Section 158.23 (a) (1), Description of Projects Being Considered for Funding by PFC Revenue.

A description of the projects at Santa Fe Municipal Airport being considered for funding, in whole or in part, by PFCs is provided in Attachments A and B.

Section 158.23 (a) (2), PFC Level, Proposed Charge Effective Date, Estimated Expiration Date, and Estimated Total PFC Revenue.

- PFC Level: **\$3.00 per enplaned passenger**
 - As per Section 158.23, an enplaned passenger is defined as a domestic, territorial, or international revenue passenger enplaned in the United States in scheduled or nonscheduled service on aircraft in intrastate, interstate, or foreign commerce. A revenue passenger is one who possesses an air travel ticket. An air travel ticket means all documents pertaining to a passenger's complete itinerary necessary to transport a passenger by air, including passenger manifests.

- Proposed Charge Effective Date: **June 1, 2026**
- Estimated Charge Expiration Date: **January 31, 2027**
- Estimated Total PFC Revenue: **\$387,383**, not including interest



Section 158.23 (a) (3), Classes of Carriers Not Required to Collect PFCs

None.

Section 158.23 (a) (4), Date and Location of Meeting to Present the Projects Listed in Attachment A.

April 7, 2026 - - 2:00 p.m.
Airport Administration Offices
Santa Fe Municipal Airport
121 Aviation Drive
Building 3002B
Santa Fe, NM 87507

Please note Section 158.23 (c) (I) stipulates that within 30 days following issuance of this notice, each carrier must provide the city with a written acknowledgment that such notice was received.

I look forward to seeing you or your representative at this meeting. In the meantime, please feel free to call me at **(505) 955-2901** if you have any questions.

Sincerely,

Jimmy Gunn
Airport Manager

Attachments (2)

- c. Ben Guttery – FAA
- James Fuller – FAA
- Leah Marquez – Molzen Corbin
- Dave Fitz – Coffman Associates



February 25, 2026

Accounts Payable
Mesa Airlines
410 N 44th St Suite 700
Phoenix, AZ 85008

SUBJECT: Notice by Public Agency of Intent to Apply for Authority to Impose a Passenger Facility Charge (PFC) and Use PFC Revenue at Santa Fe Municipal Airport

Dear Accounts Payable:

As provided in Title 14 Code of Federal Regulations (CFR) Part 158.30, ***PFC Authorization at Non-Hub Airports***, the City of Santa Fe intends to file a Notice of Intent with the Federal Aviation Administration (FAA) for the authority to impose a Passenger Facility Charge (PFC) and use PFC revenues for specific future projects at Santa Fe Municipal Airport (see Attachments A and B).

As required under Section 158.23 of 14 CFR Part 158, *Passenger Facility Charges*, the City of Santa Fe is hereby providing written notice to all U.S. air carriers operating at Santa Fe Municipal Airport of its intent to impose a new PFC. 14 CFR Part 158 is the final rule by the FAA that implements Sections 9110 and 9111 of the *Aviation Safety and Capacity Expansion Act of 1990*, which was passed by the U.S. Congress in November 1990.

THE AIRPORT SYSTEM

The City of Santa Fe serves as the governing body that oversees the operation of Santa Fe Municipal Airport. The airport is designated by the FAA as a Commercial Service – Non-Hub Primary Facility intended to serve short-haul (less than 1,500 miles) air carrier markets and general aviation. The City of Santa Fe's objective is to operate the airport as a self-sufficient enterprise.



BACKGROUND

It is the policy of the City of Santa Fe to continue to improve Santa Fe Municipal Airport to meet the aviation demands of the Santa Fe area in a financially and environmentally sound manner. The existing and forecasted growth in aviation activity requires the City of Santa Fe to improve its airport facilities; therefore, the city has developed an Airport Capital Improvement Program (ACIP) that identifies facility improvements that will be required at Santa Fe Municipal Airport during the next five (5)-year period. The City of Santa Fe intends to fund a number of these airport improvements wholly or in part with revenues generated by PFCs. To the extent that PFCs will not be adequate to fund all of the proposed projects, other federal, state, and local capital funds will be applied.

AIRLINE NOTIFICATION – REQUIRED INFORMATION

The following paragraphs provide the information required under Section 158.23 of 14 CFR Part 158 for the notice to air carriers serving Santa Fe Municipal Airport.

I. NOTICE OF INTENT #1

Section 158.23 (a) (1), Description of Projects Being Considered for Funding by PFC Revenue.

A description of the projects at Santa Fe Municipal Airport being considered for funding, in whole or in part, by PFCs is provided in Attachments A and B.

Section 158.23 (a) (2), PFC Level, Proposed Charge Effective Date, Estimated Expiration Date, and Estimated Total PFC Revenue.

- PFC Level: **\$3.00 per enplaned passenger**
 - As per Section 158.23, an enplaned passenger is defined as a domestic, territorial, or international revenue passenger enplaned in the United States in scheduled or nonscheduled service on aircraft in intrastate, interstate, or foreign commerce. A revenue passenger is one who possesses an air travel ticket. An air travel ticket means all documents pertaining to a passenger's complete itinerary necessary to transport a passenger by air, including passenger manifests.

- Proposed Charge Effective Date: **June 1, 2026**
- Estimated Charge Expiration Date: **January 31, 2027**
- Estimated Total PFC Revenue: **\$387,383**, not including interest



Section 158.23 (a) (3), Classes of Carriers Not Required to Collect PFCs

None.

Section 158.23 (a) (4), Date and Location of Meeting to Present the Projects Listed in Attachment A.

April 7, 2026 - - 2:00 p.m.
Airport Administration Offices
Santa Fe Municipal Airport
121 Aviation Drive
Building 3002B
Santa Fe, NM 87507

Please note Section 158.23 (c) (I) stipulates that within 30 days following issuance of this notice, each carrier must provide the city with a written acknowledgment that such notice was received.

I look forward to seeing you or your representative at this meeting. In the meantime, please feel free to call me at **(505) 955-2901** if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Jimmy Gunn", written over a light blue horizontal line.

Jimmy Gunn
Airport Manager

Attachments (2)

- c. Ben Guttery – FAA
- James Fuller – FAA
- Leah Marquez – Molzen Corbin
- Dave Fitz – Coffman Associates



February 25, 2026

Accounts Payable
Sky West Airlines Inc
444 S River Rd, St
George, UT 84790

SUBJECT: Notice by Public Agency of Intent to Apply for Authority to Impose a Passenger Facility Charge (PFC) and Use PFC Revenue at Santa Fe Municipal Airport

Dear Accounts Payable:

As provided in Title 14 Code of Federal Regulations (CFR) Part 158.30, ***PFC Authorization at Non-Hub Airports***, the City of Santa Fe intends to file a Notice of Intent with the Federal Aviation Administration (FAA) for the authority to impose a Passenger Facility Charge (PFC) and use PFC revenues for specific future projects at Santa Fe Municipal Airport (see Attachments A and B).

As required under Section 158.23 of 14 CFR Part 158, *Passenger Facility Charges*, the City of Santa Fe is hereby providing written notice to all U.S. air carriers operating at Santa Fe Municipal Airport of its intent to impose a new PFC. 14 CFR Part 158 is the final rule by the FAA that implements Sections 9110 and 9111 of the *Aviation Safety and Capacity Expansion Act of 1990*, which was passed by the U.S. Congress in November 1990.

THE AIRPORT SYSTEM

The City of Santa Fe serves as the governing body that oversees the operation of Santa Fe Municipal Airport. The airport is designated by the FAA as a Commercial Service – Non-Hub Primary Facility intended to serve short-haul (less than 1,500 miles) air carrier markets and general aviation. The City of Santa Fe's objective is to operate the airport as a self-sufficient enterprise.



BACKGROUND

It is the policy of the City of Santa Fe to continue to improve Santa Fe Municipal Airport to meet the aviation demands of the Santa Fe area in a financially and environmentally sound manner. The existing and forecasted growth in aviation activity requires the City of Santa Fe to improve its airport facilities; therefore, the city has developed an Airport Capital Improvement Program (ACIP) that identifies facility improvements that will be required at Santa Fe Municipal Airport during the next five (5)-year period. The City of Santa Fe intends to fund a number of these airport improvements wholly or in part with revenues generated by PFCs. To the extent that PFCs will not be adequate to fund all of the proposed projects, other federal, state, and local capital funds will be applied.

AIRLINE NOTIFICATION – REQUIRED INFORMATION

The following paragraphs provide the information required under Section 158.23 of 14 CFR Part 158 for the notice to air carriers serving Santa Fe Municipal Airport.

I. NOTICE OF INTENT #1

Section 158.23 (a) (1), Description of Projects Being Considered for Funding by PFC Revenue.

A description of the projects at Santa Fe Municipal Airport being considered for funding, in whole or in part, by PFCs is provided in Attachments A and B.

Section 158.23 (a) (2), PFC Level, Proposed Charge Effective Date, Estimated Expiration Date, and Estimated Total PFC Revenue.

- PFC Level: **\$3.00 per enplaned passenger**
 - As per Section 158.23, an enplaned passenger is defined as a domestic, territorial, or international revenue passenger enplaned in the United States in scheduled or nonscheduled service on aircraft in intrastate, interstate, or foreign commerce. A revenue passenger is one who possesses an air travel ticket. An air travel ticket means all documents pertaining to a passenger's complete itinerary necessary to transport a passenger by air, including passenger manifests.

- Proposed Charge Effective Date: **June 1, 2026**
- Estimated Charge Expiration Date: **January 31, 2027**
- Estimated Total PFC Revenue: **\$387,383**, not including interest



Section 158.23 (a) (3), Classes of Carriers Not Required to Collect PFCs

None.

Section 158.23 (a) (4), Date and Location of Meeting to Present the Projects Listed in Attachment A.

April 7, 2026 - - 2:00 p.m.
Airport Administration Offices
Santa Fe Municipal Airport
121 Aviation Drive
Building 3002B
Santa Fe, NM 87507

Please note Section 158.23 (c) (I) stipulates that within 30 days following issuance of this notice, each carrier must provide the city with a written acknowledgment that such notice was received.

I look forward to seeing you or your representative at this meeting. In the meantime, please feel free to call me at (505) 955-2901 if you have any questions.

Sincerely,

Jimmy Gunn
Airport Manager

Attachments (2)

- c. Ben Guttery – FAA
- James Fuller – FAA
- Leah Marquez – Molzen Corbin
- Dave Fitz – Coffman Associates

5 Year Capital Improvement Plan (CIP)

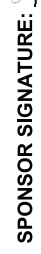
Santa Fe Regional (SAF)

CIP START YEAR: 2024

\$0 2021 NPE (Expires FY24)
 \$1,481,040 2022 AIG (Expires FY25)
 \$1,364,615 2023 AIG (Expires FY26)
 \$1,606,601 2024 AIG (for planning through 2026)

Fed FY	Available		Funding Source	ODO Project Component/Phase	Estimated Cost	NPE	AIG	Additional AIP	Funding Plan			City	Total Match
	NPE	AIG							PFC	State			
2024	\$4,567,275	\$4,452,256	BIL	Terminal Apron Reconstruction Design	\$284,611	\$0	\$266,822	\$0	\$8,894	\$8,894	\$0	\$1,700,000	
			State	Resurface RW 2-20 at Midfield Inx	\$1,700,000	\$0	\$0	\$0	\$1,700,000	\$1,700,000	\$0	\$1,700,000	
			BIL	North Ramp Reconstruction Phase I Design	\$203,962	\$0	\$183,566	\$0	\$1,275	\$19,121	\$19,121	\$19,121	
			Other	PFC Application and Administration (PFC Funded)	\$150,000	\$0	\$0	\$0	\$180,000	\$180,000			
	Total = \$9,019,531		BIL	Airport Master plan (plus AGLS, plus ATCT Shadow Study)	\$1,500,000	\$0	\$1,406,250	\$0	\$84,375	\$84,375	\$9,375	\$93,750	
	\$4,567,275	\$2,595,619	Remaining Funds	2024 Annual Subtotals:	\$3,838,573	\$0	\$1,856,637	\$0	\$190,169	\$190,169	\$9,375	\$1,812,871	
2025	\$6,089,700	\$4,202,220	State	Maintenance Items	\$22,222	\$0	\$0	\$0	\$20,000	\$20,000	\$2,222	\$22,222	
			BIL	Terminal Apron Reconstruction Construction	\$7,461,637	\$6,089,700	\$0	\$0	\$137,214	\$1,234,923	\$13,129	\$13,129	
			BIL	Electrical Vault and Utility Plan Design	\$262,579	\$0	\$249,450	\$0	\$0	\$11,816	\$11,816	\$0	
	Total = \$10,291,920		Remaining Funds	2025 Annual Subtotals:	\$7,746,638	\$6,089,700	\$249,450	\$0	\$3,535	\$3,535	\$7,685	\$35,351	
2026	\$0	\$3,952,770	Remaining Funds	RW 33 RSA Grading (Re-bid)	\$1,536,954	\$0	\$1,460,106	\$0	\$69,163	\$69,163	\$5,000	\$76,848	
	\$1,522,425	\$5,559,371	AIP	Electrical Vault Rehabilitation Construction	\$1,000,000	\$950,000	\$0	\$0	\$45,000	\$45,000	\$500,000	\$500,000	
			Local	Terminal Expansion Phase III EA	\$500,000	\$0	\$0	\$0	\$0	\$0	\$250,000	\$250,000	
			Local	East Parking Lot Expansion Design	\$250,000	\$0	\$0	\$0	\$0	\$0	\$251,107	\$251,107	
			Local	East Apron Reconstruction Design	\$251,107	\$0	\$0	\$0	\$0	\$0	\$1,013,791	\$1,127,954	
	\$572,425	\$4,099,265	Remaining Funds	2026 Annual Subtotals:	\$3,538,061	\$950,000	\$1,460,106	\$0	\$258,760	\$258,760	\$28,763	\$287,533	
2027	\$2,094,850	\$4,099,265	AIP	East Apron Reconstruction Construction	\$4,600,525	\$213,727	\$4,099,265	\$0	\$0	\$0	\$2,000,000	\$2,000,000	
			Local	Terminal Expansion Phase III Design	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$1,080,000	\$1,080,000	
			State	New ATCT EA & Design	\$1,200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Total = \$6,194,115		Remaining Funds	2027 Annual Subtotals:	\$7,800,525	\$213,727	\$4,099,265	\$0	\$0	\$0	\$2,148,753	\$3,487,533	
2028	\$1,881,123	\$0	Remaining Funds	North Ramp Reconstruction Phase I Construction	\$6,000,000	\$3,403,548	\$0	\$1,996,452	\$60,000	\$540,000	\$22,260	\$24,733	
	\$3,403,548	\$0	Local	Runway 15-33 Rehabilitation PER and Design	\$247,328	\$0	\$0	\$222,595	\$0	\$0	\$0	\$0	
	Total = \$3,403,548		Remaining Funds	2028 Annual Subtotals:	\$6,247,328	\$3,403,548	\$0	\$2,219,047	\$0	\$0	\$2,473	\$24,733	
	\$0	\$0	Remaining Funds	5 Year CIP Totals:	\$29,171,125	\$10,656,975	\$7,665,458	\$2,219,047	\$0	\$0	\$3,177,927	\$6,488,442	

DATE: 02/06/2026

SPONSOR SIGNATURE: 

ATTACHMENT B
SANTA FE REGIONAL AIRPORT
PASSENGER FACILITY CHARGE (PFC)
PROJECT DESCRIPTIONS
NOTICE OF INTENT #1

I. COLLECT PFCs FOR THE FOLLOWING PROJECTS:

The City of Santa Fe intends to “impose and use” PFCs (\$3.00) for the following projects at Santa Fe Regional Airport (SAF).

A. FUTURE PROJECTS (FY 2025/FY 2026/FY 2027)

1. PFC Application/Administration Costs

Project Description: The PFC administration costs include the preparation of the PFC Notice of Intent, including airline consultation, preparation of the application package, and coordination with the Federal Aviation Administration (FAA). The costs also include the administration of the PFC program during the collection period, including any subsequent amendments. **The PFC will be used to reimburse the City of Santa Fe’s costs related to the preparation and administration of the PFC application.**

SAF experienced 202,405 enplanements for the latest 12 months available in 2025 ending in October. At \$3.00 PFC, this equates to \$601,215 in airport revenue per year. Of the \$3.00 PFC, the airlines retain approximately \$0.11 per enplaned passenger for processing, leaving \$2.89 per enplaned passenger for the airport revenue, which equates to \$579,170.45 per calendar year.

Total Projected Cost: \$180,000

Total PFC Collection: \$180,000 (Impose and Use, City Share)

2. Terminal Apron Reconstruction

Project Description: The existing terminal apron contains Portland cement concrete pavement, which is over 50 years old. The central portion of this apron received a Pavement Condition Index (PCI) of 56–70 in 2014, while the two other parts of the apron received PCIs of 71–85 in 2014. All parts of the apron were constructed in 1955. The low PCI scores and the age of the pavement indicate this apron in need of reconstruction. The FAA issued a Categorical Exclusion determination for this project on January 24, 2022. The FAA issued a design grant for this project in fiscal year (FY) 2022 (AIP 3-35-0037-060-2022). The FAA issued a construction grant for this project in FY 2025 (AIP 3-35-0037-0065-2024). Construction is anticipated in FY 2025.

This project is crucial to the airport and airlines. With the airport now having completed a \$21 million terminal expansion and renovation project with new gates, this project is essential to continued airline operations at SAF. This apron is where commercial service aircraft will be parked and serviced.

The PFC will be used to reimburse the City of Santa Fe's local match.

Total Projected Cost, Design: \$284,611

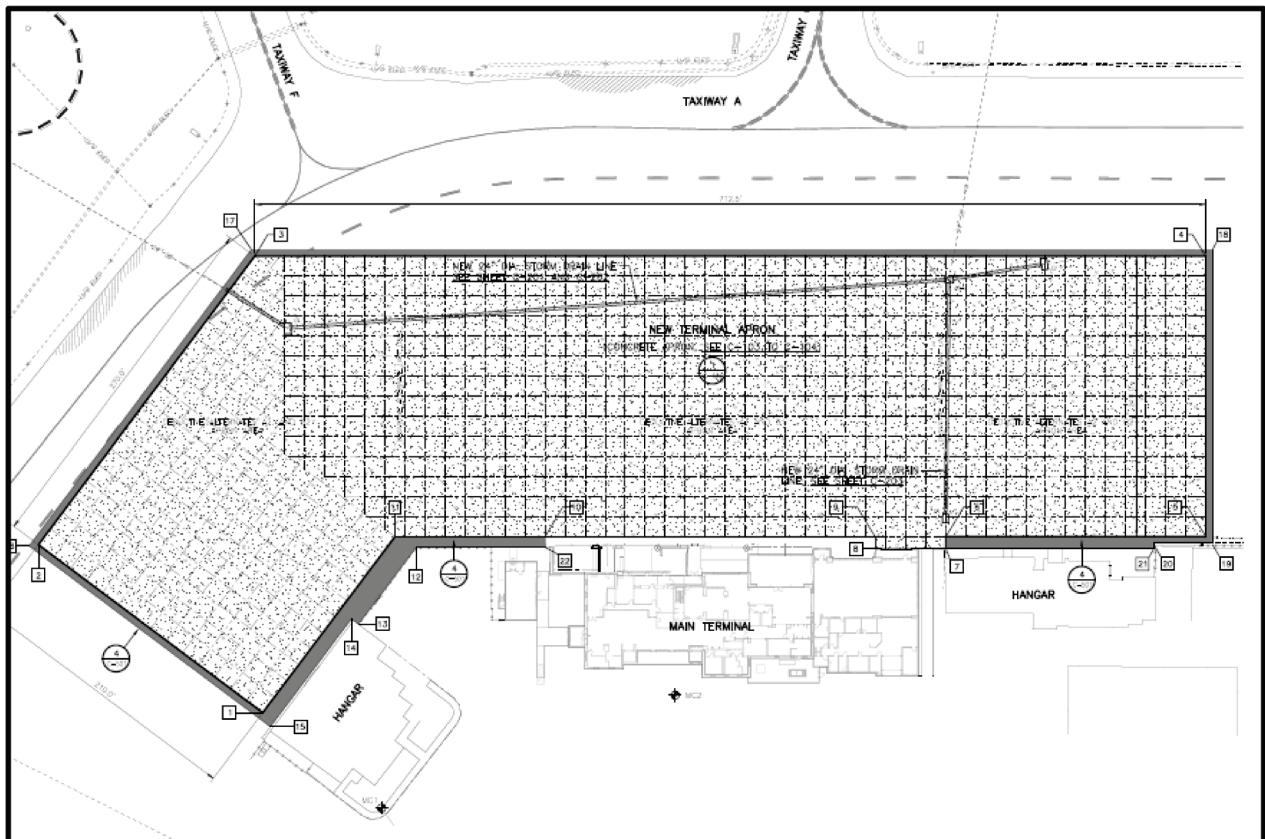
Total PFC Collection, Design: \$8,894 (Impose and Use, City Share)

Total Projected Cost, Construction: \$7,461,837

Total PFC Collection, Construction: \$137,214 (Impose and Use, City Share)

Total Projected Cost, Design and Construction: \$7,892,556

Total PFC Collection, Design and Construction: \$146,108 (Impose and Use, City Share)



Terminal Apron Reconstruction Project

3. North Aircraft Parking Ramp Reconstruction

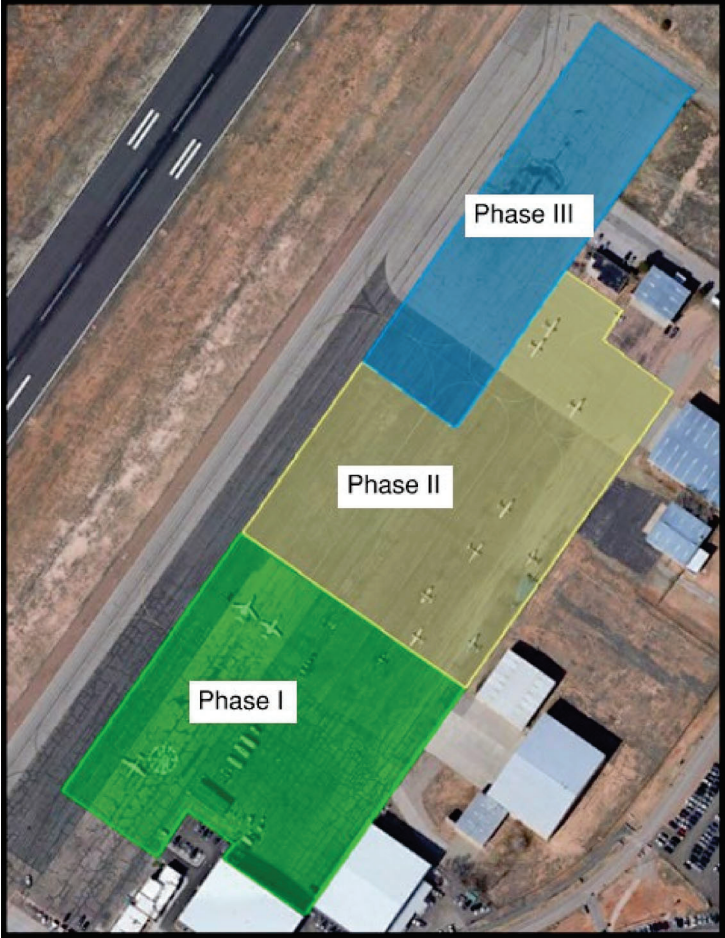
Project Description: The north ramp was originally constructed in 1990 and is in need of total pavement replacement due to cracking and oxidation. This project will pulverize existing pavement, compact existing subbase and base course, and repave the apron. The overall North Ramp reconstruction will be completed in three phases to maintain operational continuity. Phase I construction will consist of the southern end of the apron and has an estimated construction cost of \$6.0 million. **The PFC will be used to reimburse the City of Santa Fe's local match.**

The FAA issued a Categorical Exclusion determination for this project on February 27, 2024. The FAA issued a design grant for this project in FY 2024 (AIP 3-35-0037-063-2024). Construction is anticipated in FY 2026. The FAA grant is for design only. The New Mexico Department of Transportation (NMDOT) grant, SAF-25-02, has been issued for both design and construction. The FAA construction grant will not be issued until the time of bidding.

For the purposes of this PFC application, only the design costs and the construction costs associated with Phase I of the North Ramp reconstruction are being considered. PFC revenues will be used to reimburse the City of Santa Fe's local match for the eligible design and Phase I construction costs included in this application.

This project is vital to the fixed base operators (FBOs) serving the airlines through services provided, such as fuel, A&P, and other services. This apron is also necessary to park commercial airline aircraft overnight (remain overnight/RON parking) and during other pavement maintenance activities on the primary apron.

Total Projected Cost, Design:	\$203,962
Total PFC Collection, Design:	\$1,275 (Impose and Use, City Share)
Total Projected Cost, Construction:	\$6,000,000
Total PFC Collection, Construction:	\$60,000 (Impose and Use, City Share)
Total Projected Cost, Design and Construction:	\$6,265,237
Total PFC Collection, Design and Construction:	\$61,275 (Impose and Use, City Share)





Santa Fe Regional Airport Passenger Facility Charge (PFC) - Air Carrier Consultation and Public Information Meeting

Meeting Attendance Record



SANTA FE
REGIONAL AIRPORT

Date: April 7, 2026 Location: Santa Fe Regional Airport, Airport Administration Offices
Time: 2:00 p.m. 121 Aviation Dr., Building 3002B, Santa Fe, NM 87507

Name	Representing	Address	Contact Information
1. <i>Heidi Murguz</i>	<i>Molzen Cabin</i>		phone: <i>(505) 242-5700</i> email:
2. <i>Zachary Torina</i>	<i>Molzen Cabin</i>		phone: <i>(505) 242-5700</i> email:
3. <i>James Haulins</i>	<i>Santa Fe Regional Airport</i>		phone: <i>505-670-3232</i> email:
4. <i>Paullette Ort</i>	<i>SF Airport</i>		phone: <i>505-479-1112</i> email: <i>pkortiz@santafefm.gov</i>
5. <i>Debbie Ring</i>	<i>SF Airport</i>		phone: <i>505-469-5705</i> email: <i>debbie@santafefm.gov</i>
6. <i>Jimmy Guan</i>	<i>SF Airport</i>		phone: <i>505-699-2403</i> email: <i>delgado@santafefm.gov</i>
7. <i>Dave Fitz</i>	<i>Coffman Associates</i>		phone: <i>505-524-3500</i> email:
8.			phone: email:
9.			phone: email:
10.			phone: email:
11.			phone: email:
12.			phone: email:

**SANTA FE REGIONAL AIRPORT
PASSENGER FACILITY CHARGE (PFC)
NOTICE OF INTENT (NOI) #1
AIR CARRIER CONSULTATION MEETING AND PUBLIC WORKSHOP MINUTES
121 AVIATION DRIVE, SANTA FE, NEW MEXICO
Tuesday, April 7, 2026 2:00 PM**

The Passenger Facility Charges, Air Carrier Consultation meeting and public workshop was called to order by Mr. David Fitz, Harris, Coffman Associates, at 2:00 p.m., on Tuesday, April 7, 2026, at the Santa Fe Regional Airport, 121 Aviation Drive, Santa Fe, New Mexico.

PRESENT

Jimmy Gunn, Santa Fe Regional Airport
James Garduno, Santa Fe Regional Airport
Paulette Ortiz, Santa Fe Regional Airport
Leah Marquez, Molzen Corbin
Zachary Toma, Molzen Corbin

ABSENT

All invited Air Carrier representatives were absent.
Members of the public

DISCUSSION AND OVERVIEW OF AGENDA ITEMS

Mr. Fitz stated that this PFC application filed by the City of Santa Fe and the Airport. It is being done by the authorization provided by Congress, Part 158 of the Federal Regulations, under the 'Non-Hub Airport' process which allows a quicker process in filing a Notice of Intent. Mr. Fitz stated that all the documentation for proposed PFC projects were on hand, available on PowerPoint presentation, and they were sent out to all the Air Carriers that have a business interest at the Santa Fe Airport via letter on February 25, 2025.. The Air Carriers were also notified in this same letter regarding the meeting, and a list of projects, as well as project descriptions, were provided to them at that time. Mr. Fitz noted that no Air Carriers are present for discussion or questions. Mr. Fitz opened the floor to any questions from the participants in attendance.

Mr. Fitz said to note Item 5, "Deadline for Written Certification of Agreement or

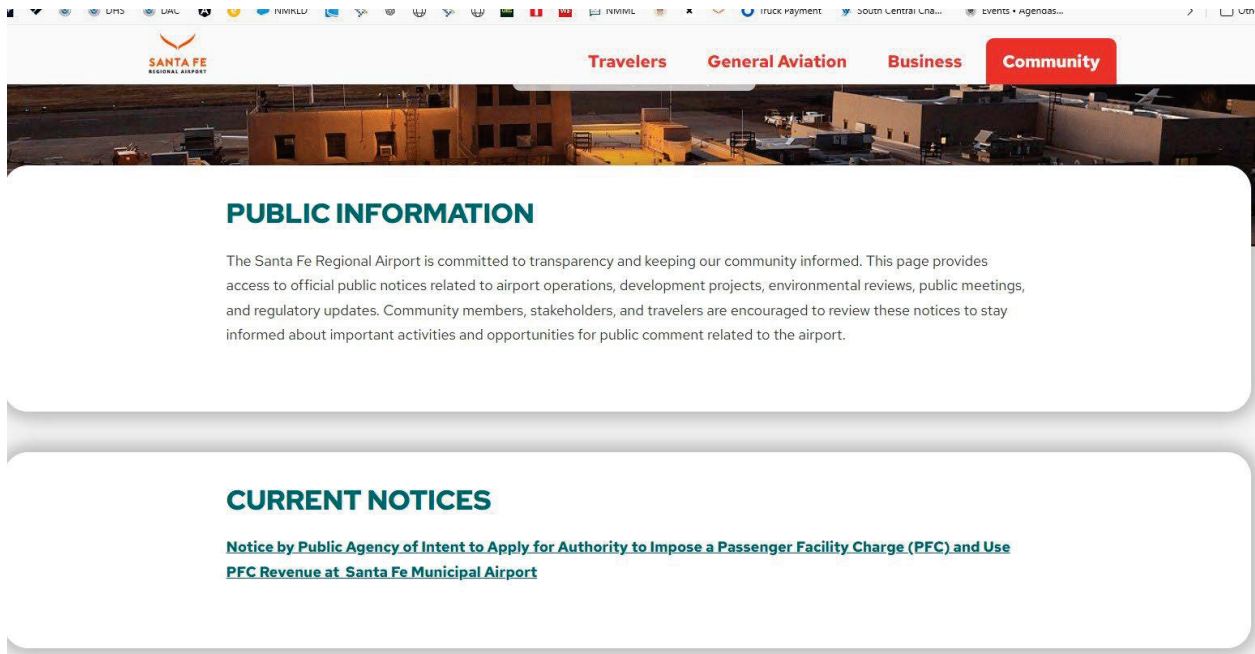
Disagreement with a Project”, is due from the Air Carriers 30 days from the day of the meeting. The time frame established is per the Regulations, in which they (the Air Carriers) must respond to each project independently, and not the PFC as a whole. After that time, after comments are received, the Notice of Intent will be completed and submitted by the City to the FAA for consideration.

Mr. Gunn noted that the Airport posted the Notice of Intent on the City website. Mr. Gunn said based on the absence of the Air Carriers and members of the public, his recommendation was to adjourn the meeting.

ADJOURN

Mr. Fitz adjourned the meeting at 3:05 p.m.

The following public notice was published on the City of Santa Fe’s website from February 24, 2026 until April 8, 2026.



The screenshot shows the website for Santa Fe Regional Airport. The top navigation bar includes the airport logo and menu items: Travelers, General Aviation, Business, and Community. Below the navigation is a banner image of the airport terminal. The main content area features a section titled "PUBLIC INFORMATION" with a paragraph explaining the airport's commitment to transparency. Below this is a section titled "CURRENT NOTICES" with a link to a public notice regarding the imposition of a Passenger Facility Charge (PFC) and the use of PFC revenue at the Santa Fe Municipal Airport.

SANTA FE REGIONAL AIRPORT

Travelers General Aviation Business **Community**

PUBLIC INFORMATION

The Santa Fe Regional Airport is committed to transparency and keeping our community informed. This page provides access to official public notices related to airport operations, development projects, environmental reviews, public meetings, and regulatory updates. Community members, stakeholders, and travelers are encouraged to review these notices to stay informed about important activities and opportunities for public comment related to the airport.

CURRENT NOTICES

[Notice by Public Agency of Intent to Apply for Authority to Impose a Passenger Facility Charge \(PFC\) and Use PFC Revenue at Santa Fe Municipal Airport](#)

PUBLIC NOTICE

OPPORTUNITY FOR PUBLIC COMMENT SANTA FE REGIONAL AIRPORT PASSENGER FACILITY CHARGE (PFC) NOTICE OF INTENT #1

As provided for in Title 14 Code of Federal Regulation (CFR) Part 158.30 (*PFC Authorization at Non-Hub Airports*), the City of Santa Fe intends to file a “Notice of Intent” (NOI) with the Federal Aviation Administration (FAA) for the authority to “Impose and Use” PFC revenue for specific projects at the Santa Fe Regional Airport. Public comments on the proposed “Impose and Use” NOI will be accepted by the City of Santa Fe until 5:00 PM, April 15, 2026.

Passenger Facility Charge Program

- PFC Level: \$3.00 per enplaned passenger.
- Proposed Charge Effective Date: June 1, 2026
- Estimated Charge Expiration Date: January 31, 2027
- Estimated Total PFC “Impose and Use” Revenue: \$387,383, not including interest.

The City of Santa Fe intends to use the PFC revenue for the following projects at the Santa Fe Regional Airport.

1. PFC Application/Administration Costs

Project Description: The PFC administration costs include the preparation of the PFC Notice of Intent, including airline consultation, preparation of the application package, and coordination with the Federal Aviation Administration (FAA). The costs also include the administration of the PFC program during the collection period, including any subsequent amendments. **The PFC will be used to reimburse the City of Santa Fe’s costs related to the preparation and administration of the PFC application.**

SAF experienced 202,405 enplanements for the latest 12 months available in 2025 ending in October. At \$3.00 PFC, this equates to \$601,215 in airport revenue per year. Of the \$3.00 PFC, the airlines retain approximately \$0.11 per enplaned passenger for processing, leaving \$2.89 per enplaned passenger for the airport revenue, which equates to \$579,170.45 per calendar year.

Total Projected Cost: \$180,000

Total PFC Collection: \$180,000 (Impose and Use, City Share)

2. Terminal Apron Reconstruction

Project Description: The existing terminal apron contains Portland cement concrete pavement, which is over 50 years old. The central portion of this apron received a Pavement Condition Index (PCI) of 56–70 in 2014, while the two other parts of the apron received PCIs of 71–85 in 2014. All parts of the apron were constructed in 1955. The low PCI scores and the age of the pavement indicate this apron in need of reconstruction. The FAA issued a Categorical Exclusion determination for this project on January 24, 2022. The FAA issued a design grant for this project in fiscal year (FY) 2022 (AIP 3-35-0037-060-2022). The FAA issued a construction grant for this project in FY 2025 (AIP 3-35-0037-0065-2024). Construction is anticipated in FY 2025.

This project is crucial to the airport and airlines. With the airport now having completed a \$21 million terminal expansion and renovation project with new gates, this project is essential to continued airline operations at SAF. This apron is where commercial service aircraft will be parked and serviced.

The PFC will be used to reimburse the City of Santa Fe's local match.

Total Projected Cost, Design: \$284,611

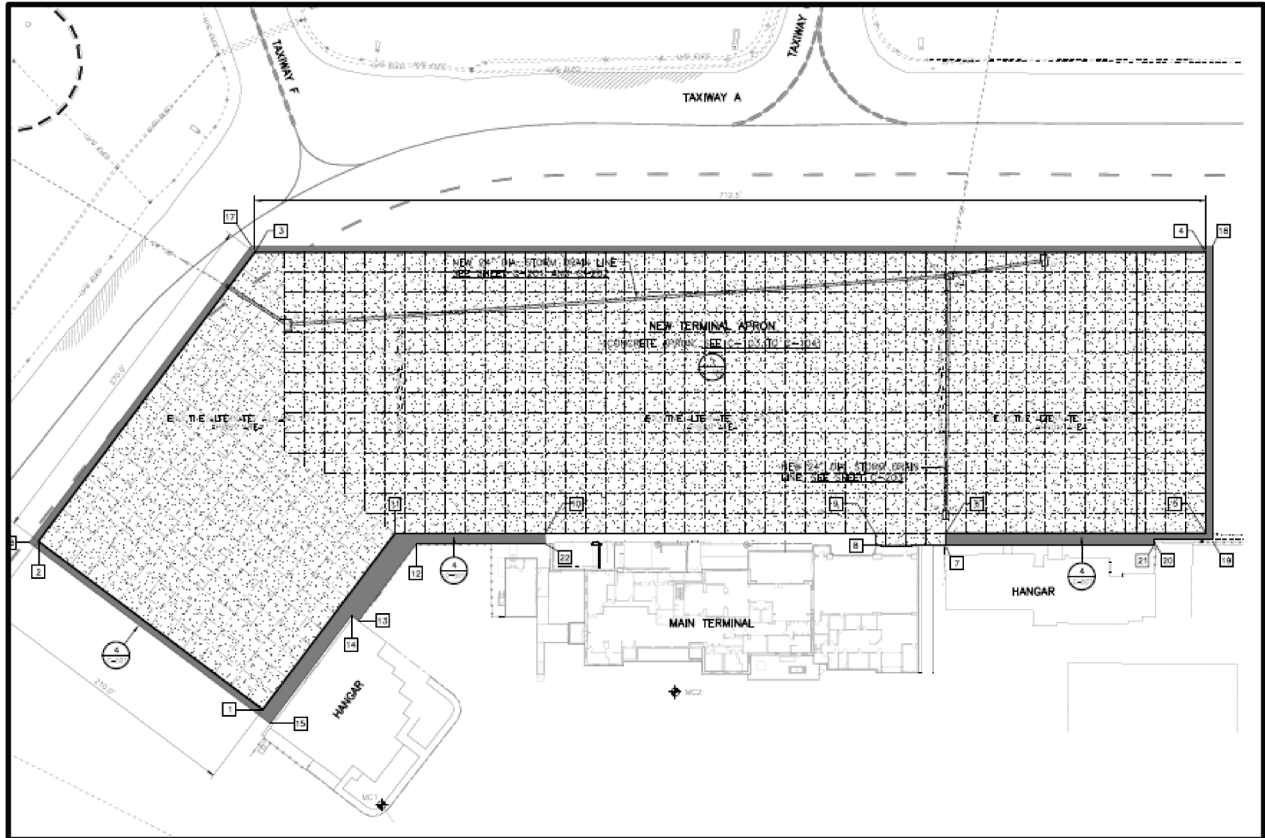
Total PFC Collection, Design: \$8,894 (Impose and Use, City Share)

Total Projected Cost, Construction: \$7,461,837

Total PFC Collection, Construction: \$137,214 (Impose and Use, City Share)

Total Projected Cost, Design and Construction: \$7,892,556

Total PFC Collection, Design and Construction: \$146,108 (Impose and Use, City Share)



Terminal Apron Reconstruction Project

3. North Aircraft Parking Ramp Reconstruction

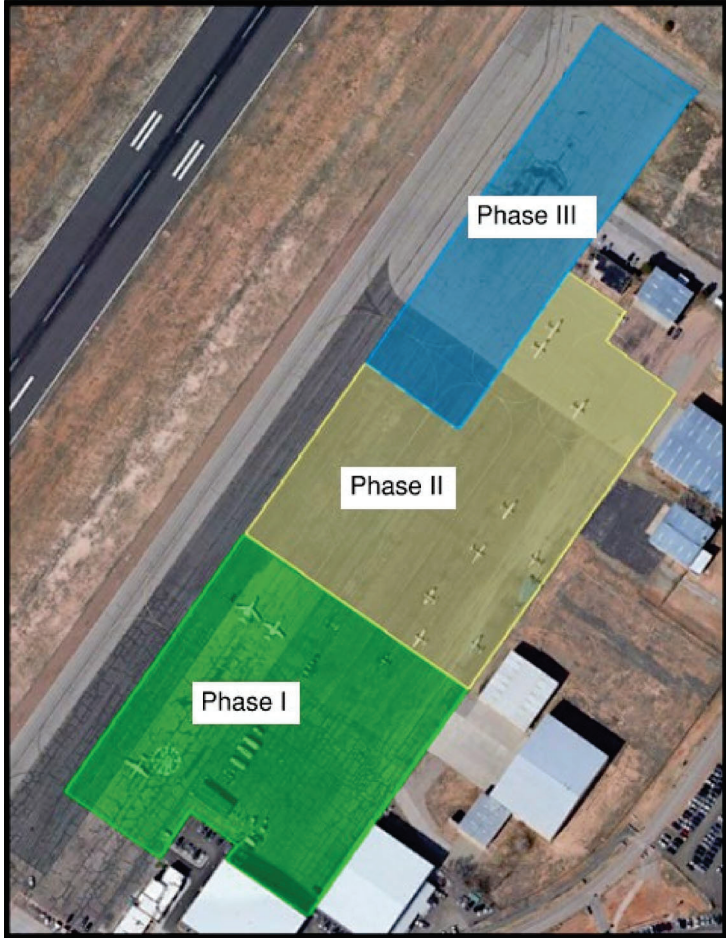
Project Description: The north ramp was originally constructed in 1990 and is in need of total pavement replacement due to cracking and oxidation. This project will pulverize existing pavement, compact existing subbase and base course, and repave the apron. The overall North Ramp reconstruction will be completed in three phases to maintain operational continuity. Phase I construction will consist of the southern end of the apron and has an estimated construction cost of \$6.0 million. **The PFC will be used to reimburse the City of Santa Fe's local match.**

The FAA issued a Categorical Exclusion determination for this project on February 27, 2024. The FAA issued a design grant for this project in FY 2024 (AIP 3-35-0037-063-2024). Construction is anticipated in FY 2026. The FAA grant is for design only. The New Mexico Department of Transportation (NMDOT) grant, SAF-25-02, has been issued for both design and construction. The FAA construction grant will not be issued until the time of bidding.

For the purposes of this PFC application, only the design costs and the construction costs associated with Phase I of the North Ramp reconstruction are being considered. PFC revenues will be used to reimburse the City of Santa Fe's local match for the eligible design and Phase I construction costs included in this application.

This project is vital to the fixed base operators (FBOs) serving the airlines through services provided, such as fuel, A&P, and other services. This apron is also necessary to park commercial airline aircraft overnight (remain overnight/RON parking) and during other pavement maintenance activities on the primary apron.

Total Projected Cost, Design:	\$203,962
Total PFC Collection, Design:	\$1,275 (Impose and Use, City Share)
Total Projected Cost, Construction:	\$6,000,000
Total PFC Collection, Construction:	\$60,000 (Impose and Use, City Share)
Total Projected Cost, Design and Construction:	\$6,265,237
Total PFC Collection, Design and Construction:	\$61,275 (Impose and Use, City Share)





If you would like more detailed information on the proposed PFC NOI #1, please contact Mr. Jimmy Gunn, Airport Manager, at 505-955-2901. Comments on the proposed PFC NOI should be submitted to:

Mr. Jimmy Gunn
Airport Manager
Santa Fe Regional Airport
121 Aviation Drive
Building 3002B
Santa Fe, NM 87507
505-955-2901



SANTA FE
REGIONAL AIRPORT

**NOTICE OF INTENT
TO
IMPOSE A PFC CHARGE
AND
USE PFC REVENUES
AT
SANTA FE REGIONAL AIRPORT**

As Authorized under
Passenger Facility Charge (PFC) Authorization at Non-Hub Airports
(\$158.30)

April 7, 2026



Passenger Facility Charge Application Process Overview

Planning and Program Development

Internal Planning and Coordination

Preliminary Discussions with the FAA

Draft Application Submittal

2-3 Months

Coordination

Written Notice to Air Carriers

Air Carrier Consultation Meeting

Notice and Opportunity for Public Comment

3-4 Months

Final Application and Review

Final Application Submittal

FAA Determination of Completeness

FAA Review of Application

3-4 Months

FAA Approval and Notification

FAA Issues Final Agency Decision or Acknowledges Notice of Intent

Air Carrier Notification

Begin Collecting PFCs

1-2 Months



SANTA FE
REGIONAL AIRPORT

5 Year Capital Improvement Plan (CIP)

CIP START YEAR: 2024

Airport Name (LOC ID), ST: Santa Fe Regional (SAF)

\$0 2021 NPE (Expires FY24)
\$1,522,425 2022 NPE (Expires FY25)
\$1,522,425 2023 NPE (Expires FY26)
\$1,522,425 Estimated NPE (for planning through 2028)

\$1,481,040 2022 AIG (Expires FY25)
\$1,364,615 2023 AIG (Expires FY26)
\$1,606,601 2024 AIG (for planning through 2026)

Fed FY	Available		Funding Source	OOO Project Component/Phase	Estimated Cost	Funding Plan					City	State	Total Match
	NPE	AIG				NPE	AIG	Additional AIP	PFC	State			
2024			BIL	Terminal Apron Reconstruction Design	\$294,611		\$296,922		\$8,894		\$8,894		
		\$4,567,275	State	Resurface RW 2-20 at Midfield Inlt	\$1,700,000	\$0	\$0	\$0	\$1,700,000		\$1,700,000	\$0	\$1,700,000
			BIL	North Ramp Reconstruction Phase I Design	\$203,962	\$0	\$183,566	\$0	\$1,275		\$19,121		\$19,121
			Other	PFC Application and Administration (PFC-Fundset)	\$150,000	\$0	\$0	\$0	\$180,000				
	Total = \$9,019,531		BIL	Airport Masterplan (plus AIG/S, plus ATCT Shadow Study)	\$1,500,000	\$0	\$1,406,250	\$0	\$84,375		\$9,375		\$93,750
	\$4,567,275	\$2,596,619	Remaining Funds		\$3,838,573	\$0	\$1,856,637	\$0	\$190,169		\$9,375		\$1,812,871
	\$6,089,700	\$4,202,220	State	Maintenance Items	\$22,222	\$0	\$0	\$0	\$20,000		\$2,222		\$22,222
2025			BIL	Terminal Apron Reconstruction Construction	\$7,461,837	\$6,089,700			\$1,372,14		\$1,234,923		
			BIL	Electrical Vault and Utility Plan Design	\$262,579		\$249,450				\$11,816		\$13,129
	Total = \$10,291,920		Remaining Funds										
	\$0	\$3,952,770	Remaining Funds		\$7,746,638	\$6,089,700	\$249,450	\$0			\$3,535		\$35,351
2026		\$1,522,425	AIP	RW 30 RSA Grading (Re-bid)	\$1,536,954	\$950,000	\$1,460,106				\$69,163		\$7,685
			AIP	Electrical Vault Rehabilitation Construction	\$1,000,000						\$5,000		\$5,000
			Local	Terminal Expansion Phase III EA	\$500,000						\$500,000		\$500,000
			Local	East Parking Lot Expansion Design	\$250,000						\$250,000		\$250,000
			Local	East Apron Reconstruction Design	\$251,107						\$251,107		\$251,107
	Total = \$7,061,796		Remaining Funds		\$3,538,061	\$950,000	\$1,460,106	\$0			\$1,013,791		\$1,127,954
2027		\$2,094,850	AIP	East Apron Reconstruction Construction	\$4,600,625	\$213,727	\$4,099,265				\$258,780		\$287,533
			Local	Terminal Expansion Phase III Design	\$2,000,000						\$2,000,000		\$2,000,000
			State	New ATCT EA & Design	\$1,200,000						\$1,080,000		\$1,200,000
		Total = \$6,194,115		Remaining Funds									
2028		\$1,681,123	Remaining Funds		\$7,800,525	\$213,727	\$4,099,265	\$0			\$2,148,753		\$3,487,533
		\$3,403,548	AIP	North Ramp Reconstruction Phase Construction	\$6,000,000	\$3,403,548	\$1,996,452	\$60,000	\$540,000		\$22,260		\$24,733
			Local	Runway 15-33 Rehabilitation PER and Design	\$247,328		\$22,595						
	Total = \$3,403,548		Remaining Funds										
	\$0	\$0	Remaining Funds		\$6,247,328	\$3,403,548	\$0	\$2,219,047			\$2,473		\$24,733
			5 Year CIP Totals:		\$29,171,125	\$10,656,975	\$7,665,458				\$3,177,927		\$6,488,442

SPONSOR SIGNATURE: _____

DATE: 02/06/2026



1. PFC Application/Administration Costs

Total Projected Cost: \$180,000

Total PFC Collection: \$180,000 (Impose and Use, City Share)



2. Terminal Apron Reconstruction

The PFC will be used to reimburse the city's local match.

Total Projected Cost, Design: \$284,611

Total PFC Collected, Design: \$8,894 (Impose and Use, City Share)

Total Projected Cost, Construction: \$7,461,837

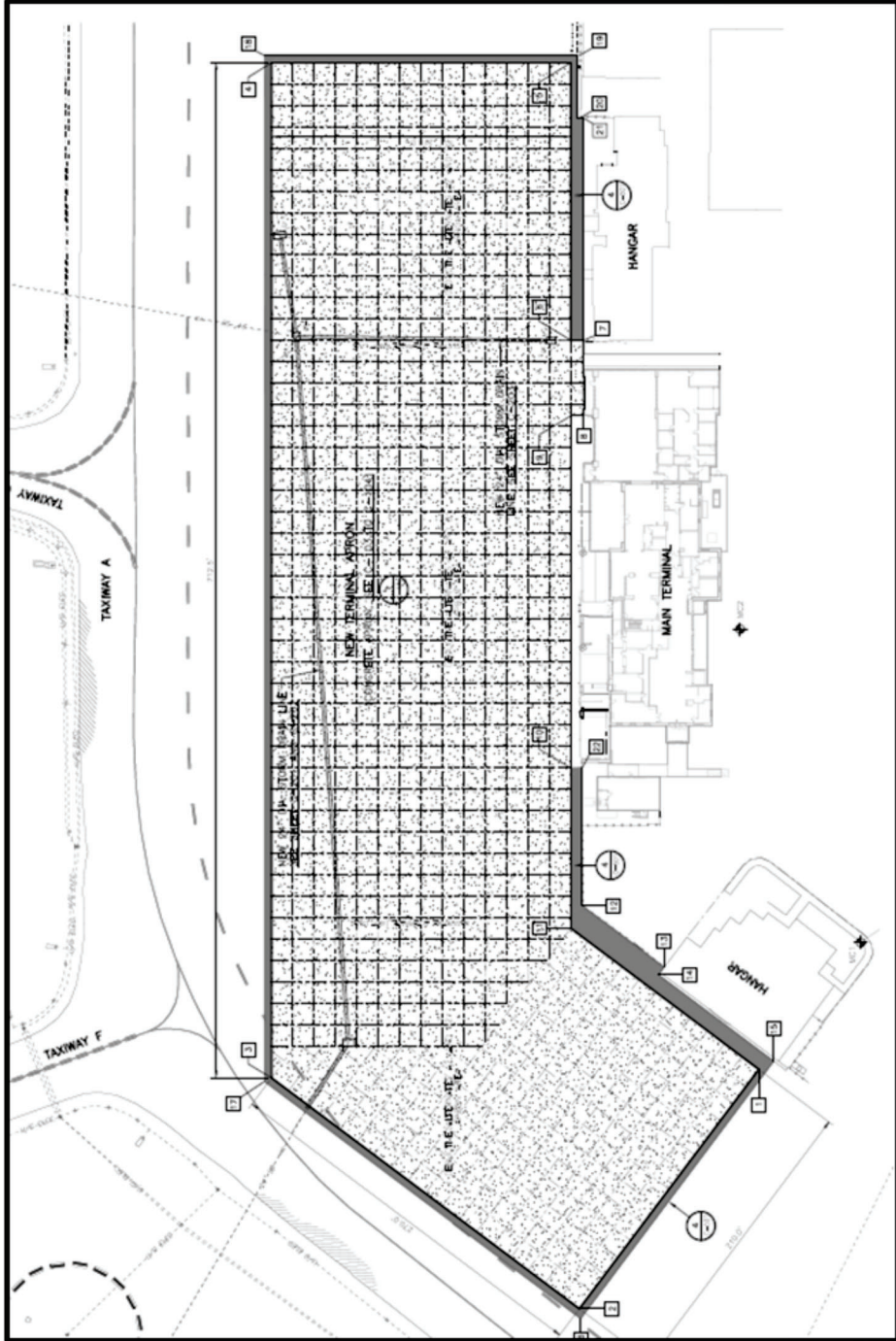
Total PFC Collected, Construction: \$137,214 (Impose and Use, City Share)

Total Projected Cost, Design and Construction: \$7,892,556

Total PFC Collected, Design and Construction: \$146,108 (Impose and Use, City Share)



SANTA FE
REGIONAL AIRPORT





3. North Aircraft Parking Ramp Reconstruction (Phase I)

Total Projected Cost, Design: \$203,962

Total PFC Collection, Design: \$1,275 (Impose and Use, City Share)

Total Projected Cost, Construction: \$6,000,000

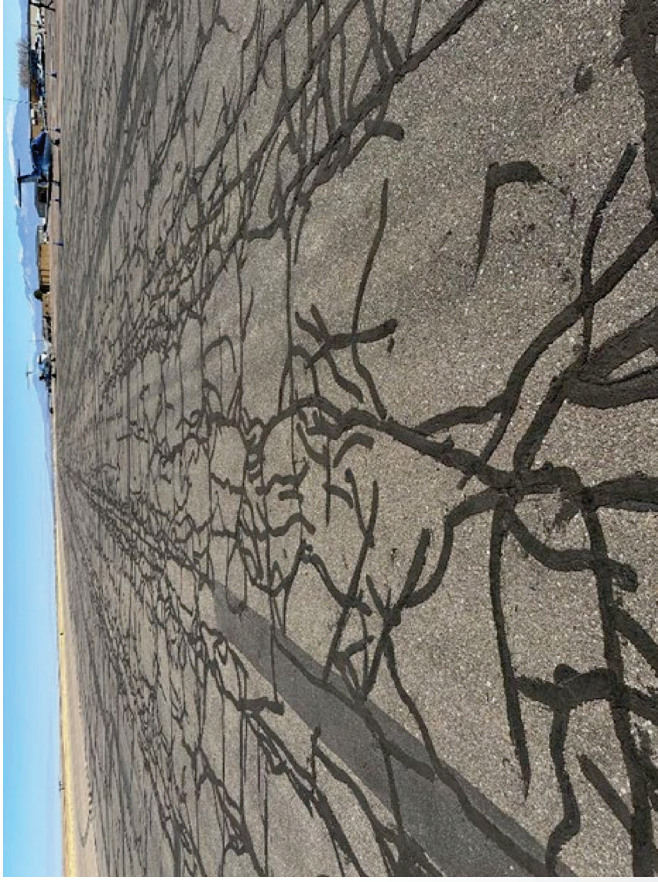
Total PFC Collection, Construction: \$60,000 (Impose and Use, City Share)

Total Projected Cost, Design and Construction: \$6,265,237

Total PFC Collection, Design and Construction: \$61,275 (Impose and Use, City Share)



SANTA FE
REGIONAL AIRPORT





SANTA FE
REGIONAL AIRPORT

Questions?

ATTACHMENT G
ALP/AIRSPACE ENVIRONMENTAL

Paperwork Reduction Act Statement

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2120-0557. Public reporting for this collection of information is estimated to be approximately 25 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. All responses to this collection of information are required to obtain FAA approval of authority to collect PFC revenue (49 U.S.C. 40117(h)). Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, Federal Aviation Administration, 10101 Hillwood Parkway, Fort Worth, TX 76177-1524.

**FORM 5500-1, ATTACHMENT G
AIRPORT LAYOUT PLAN (ALP), AIRSPACE, AND ENVIRONMENTAL FINDINGS**

ALL PROJECTS FOR WHICH IMPOSE AND USE OR USE AUTHORITY IS REQUESTED IN THE APPLICATION MUST BE LISTED UNDER EACH TYPE OF FINDING BELOW.

*****FOR FAA USE*****
PFC Application Number:

- I. ALP Findings
 - 1. Current ALP approval date: **December 10, 2018**
List proposed project(s) shown on this ALP:
Terminal Apron Reconstruction (Construction)
North Aircraft Parking Ramp Phase I Reconstruction (Construction)
 - 2. List proposed project(s) not required to be shown on an ALP:
PFC Application and Administrative Costs
Terminal Apron Reconstruction (Design)
North Aircraft Parking Ramp Phase I Reconstruction (Design)

*****FOR FAA USE*****
Public agency information confirmed? YES [] PARTIALLY [] NO []
For each project which the ADO/RO disagrees with the public agency's finding, discuss the reason(s) for the FAA's nonconcurrency below.

- II. Airspace Findings
 - 1. FAA Airspace finding date: _____ (repeat as necessary)
List proposed project(s) covered by this finding:
 - 2. List proposed project(s) not required to have an airspace determination
PFC Application and Administrative Costs
Terminal Apron Reconstruction (Design and Construction)
North Aircraft Parking Ramp Phase I Reconstruction (Design and Construction)

*****FOR FAA USE*****

Public agency information confirmed? YES [] PARTIALLY [] NO []

For each project which the ADO/RO disagrees with the public agency's finding, discuss the reason(s) for the FAA's nonconcurrency below.

III. Environmental Findings

- 1. List proposed project(s) which are categorically excluded from the requirement for formal environmental review:
Terminal Apron Reconstruction (Design and Construction)
North Aircraft Parking Ramp Phase I Reconstruction (Design and Construction)

- 2. Date of FAA Finding of No Significant Impact: _____
(repeat as necessary)
List proposed project(s) covered by this finding:

- 3. Date of FAA environmental record of decision: _____
(repeat as necessary)
List proposed project(s) covered by this finding:

*****FOR FAA USE*****

Public agency information confirmed? YES [] PARTIALLY [] NO []

For each project which the ADO/RO disagrees with the public agency's finding, discuss the reason(s) for the FAA's nonconcurrency below.

Application Reviewed by:

Name	Routing Symbol	Date
------	----------------	------

ATTACHMENT H

Notice of Intent Project Information

FORM 5500-1, ATTACHMENT H

Fill in all shaded areas, and break projects into major components.

Public Agency:	City of Santa Fe
Location:	Santa Fe, New Mexico
Impose Airport	Santa Fe Regional Airport
Use Airport(s):	Santa Fe Regional Airport

Prj No.	Project Title	PFC Level	PFC Revenue Requested				Total PFC	AIP Funds	Grant No.	Other Revenue	Total Project Cost	Project Type	PFC Objective
			Pay-as-you-go	Bond Capital	Financing								
1	PFC Application/Administration Costs	\$3.00	\$ 180,000	\$ -	\$ -	\$ 180,000	\$0	N/A	\$0	\$180,000	Concurrent	Preserve Safety	
2	Terminal Apron Reconstruction	\$3.00	\$ 146,108	\$ -	\$ -	\$ 146,108	\$7,600,340	60/65	\$146,108	\$7,892,556	Concurrent	Preserve Safety	
3	North Aircraft Parking Ramp Reconstruction	\$3.00	\$ 61,275	\$ -	\$ -	\$ 61,275	\$6,142,687	63/TBD	\$61,275	\$6,265,237	Concurrent	Preserve Safety	
4						\$ -				\$0			
5						\$ -				\$0			
6						\$ -				\$0			
7						\$ -				\$0			
8						\$ -				\$0			
9						\$ -				\$0			
10						\$ -				\$0			
11						\$ -				\$0			
12						\$ -				\$0			
13						\$ -				\$0			
14						\$ -				\$0			
15						\$ -				\$0			
16						\$ -				\$0			
17						\$ -				\$0			
18						\$ -				\$0			
19						\$ -				\$0			
20						\$ -				\$0			
Notice Total:			\$387,383	\$0	\$0	\$ 387,383							

Proposed Excluded Class(es) of Carrier:

FORM 5500-1, ATTACHMENT H

Public Agency:
Location:

City of Santa Fe
Santa Fe, New Mexico

Pj No.	Project Title	Public Agency No.	Detailed Project Description	Physical Dates		Terminal Information						
				Project Start	Project End	Pre-PFC Action			Post-PFC Action			
						Tkt Cntr	Gates	Bag Fac.	Tkt Cntr	Gates	Bag Fac.	
1	PFC Application/Administration Costs		<p>The passenger facility charge (PFC) administration costs include the preparation of the PFC Notice of Intent, including airline consultation, preparation of the application package, and coordination with the Federal Aviation Administration (FAA). The costs also include the administration of the PFC program during the collection period, including any subsequent amendments. The PFC will be used to reimburse the city's costs related to the preparation and administration of the PFC Application.</p> <p>June 1, 2026, is the estimated start for PFC collects. This gives the FAA time to review and accept the application and approve the collection of PFC money. SAF experienced 202,405 enplanements for the latest 12 months available in 2025 (ending in October). At a \$3,00 PFC, this equates to \$601,215 in airport revenue per year. Of the \$3,00 PFC, the airlines retain approximately \$0.11 per enplaned passenger for processing, leaving \$2.89 per enplaned passenger for the airport revenue, which equates to \$579,170.45 per calendar year.</p>	10/15/2025	4/30/2026							
2	Terminal Apron Reconstruction		<p>The existing terminal apron contains Portland cement concrete pavement that is over 50 years old. The central portion of this apron received a Pavement Condition Index (PCI) of 56-70 in 2014, while the two other parts of the apron received PCIs of 71-85 in 2014; all were constructed in 1955. These scores and the age of the pavement firmly place this apron in need of reconstruction. The FAA issued a categorical exclusion determination for this project on January 24, 2022. The FAA issued a design grant for this project in FY 2022 (AIP 3-35-0037-060-2022). The FAA issued a construction grant for this project in FY 2025 (AIP3-35-0037-0065-2024). Construction is anticipated in FY 2025.</p> <p>This project is crucial to the airport and airlines. Following the completion of a \$21 million terminal expansion and renovation project with new gates, this project is essential to continued airline operations at SAF. This apron is where commercial service aircraft will be parked and serviced.</p>	FY 2025								
3	North Aircraft Parking Ramp Reconstruction		<p>The north ramp was originally constructed in 1990 and is in need of total pavement replacement due to cracking and oxidation. This project will pulverize existing pavement, compact existing subbase and base course, and repave the apron. The overall north ramp reconstruction will be completed in three phases to maintain operational continuity. Phase I construction will consist of the southern end of the apron and has an estimated construction cost of \$6.0 million. The PFC will be used to reimburse the city's local match.</p> <p>The FAA issued a categorical exclusion determination for this project on February 27, 2024. The FAA issued a design grant for this project in FY 2024 (AIP 3-35-0037-063-2024). Construction is anticipated in FY 2026. The FAA grant is for design only. The NMDOT grant, SAF-25-02, has been issued for both design and construction. The FAA construction grant will not be issued until the time of bidding.</p> <p>For the purposes of this PFC application, only the design costs and the construction costs associated with Phase I of the north ramp reconstruction are being considered. PFC revenues will be used to reimburse the city's local match for the eligible design and Phase I construction costs included in this application.</p> <p>This project is vital to the fixed base operators (FBOs) serving the airlines through services provided, such as fuel, A&P, and other services. This apron is also necessary to park commercial airline aircraft for RON (remain overnight) parking and during other pavement maintenance activities on the primary apron.</p>	FY 2026								
4												
5												
6												
7												
8												
9												
10												
11												
12												
13												
14												
15												
16												
17												
18												
20												

Submit this worksheet with FAA Form 5500.1
If you have any questions about this worksheet, please contact your local Airports District Office

FORM 5500-1, ATTACHMENT H

Public Agency:
Location:

City of Santa Fe
Santa Fe, New Mexico

Prj No.	Project Title	Any Disagree	Describe Disagreement and Source	Public Agency Reason For Proceeding
1	PFC Application/Administration Costs	▼		
2	Terminal Apron Reconstruction	▼		
3	North Aircraft Parking Ramp Reconstruction	▼		
4		▼		
5		▼		
6		▼		
7		▼		
8		▼		
9		▼		
10		▼		
11		▼		
12		▼		
13		▼		
14		▼		
15		▼		
16		▼		
17		▼		
18		▼		
20		▼		

Submit this worksheet with FAA Form 5500.1
If you have any questions about this worksheet, please contact your local Airports District Office

FORM 5500-1, ATTACHMENT H

Page 4: Fill in shaded area

Public Agency:
Location:

City of Santa Fe
Santa Fe, New Mexico

Prj No.	Project Title	Project Justification	NEPA Finding	Finding Date	Airspace Finding	Finding Date	Case Number	ALP Finding	Finding Date
1	PFC Application/Administration Costs	The PFC administration costs include the preparation of the PFC Notice of Intent, including airline consultation, preparation of the application package, and coordination with the FAA. The costs also include the administration of the PFC program during the collection period including any subsequent amendments. The PFC will be used to reimburse the City's costs related to the preparation of the PFC Application and administration of the PFC program.	None						
2	Terminal Apron Reconstruction	The existing terminal apron contains Portland cement concrete pavement that is over 50 years old. The central portion of this apron received a Pavement Condition Index (PCI) of 56-70 in 2014, while the two other parts of the apron received PCIs of 71-85 in 2014; all were constructed in 1955. These scores and the age of the pavement firmly place this apron in need of reconstruction. The FAA issued a categorical exclusion determination for this project on January 24, 2022.	Cat-X	1/24/2022					
3	North Aircraft Parking Ramp Reconstruction	The north ramp was originally constructed in 1990 and is in need of total pavement replacement due to cracking and oxidation. This project will pulverize existing pavement, compact existing subbase and base course, and repave the apron. The overall north ramp reconstruction will be completed in three phases to maintain operational continuity. Phase I construction will consist of the southern end of the apron. The FAA issued a categorical exclusion determination for this project on February 27, 2024.	Cat-X	2/27/2024					
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
20									

Submit this worksheet with FAA Form 5500.1
If you have any questions about this worksheet, please contact your local Airports District Office

Regular Meeting of the Airport Advisory Board

May 21, 2026 at 4:00 PM

Santa Fe Regional Airport Administrative Building

121 Aviation Drive, Santa Fe MINUTES

1.Call to Order

Meeting was called to order at 4:05 p.m.

2. Roll Call

MEMBERS PRESENT

Jyl DeHaven

John Florez

Randal Limbacher

Rosemary Thompson

Lutz Arnold

Councilor Lee Garcia

Len Rand

3.Approval of Agenda

a. Approval of 5/21/2026 Airport Advisory Board Agenda.

MOTION A motion was made by Rosemary, seconded by Randall, to Approve.

VOTE The motion Passed on a voice vote.

4. Approval of Minutes

a. Approval of Minutes from 5/14/2026 Airport Advisory Board Meeting.

MOTION A motion was made by Rosemary to Amend minutes to include 599 meeting at Tierra Contenta, seconded by Len Rand, to Approve.

VOTE The motion Passed on a voice vote.

5. Communications From the Public

1. Mario from signature raised concerns regarding the mail not being delivered due to boxes getting fixed by the city. Jimmy expressed the airport is fixing it and Joanie is actively going to the post office to get mail.

6. Presentations

7. Old Business

8. New Business

a. Airport Updates (Jimmy Gunn, Interim Airport Director/Airport Security Manager, jdgunn@santafenm.gov)

b. LAX Flight- Jimmy discussed the airport receiving a \$1,000,000 grant. The City entered in a contract with American to start the direct LAX flight. The contract was for \$1,800,000 the money for the grant has already run out and will be discontinuing the flight.

c. New Passenger Facility Charge- Jimmy discussed in July we will be charging a three-dollar charge on all commercial flights. This will help with the capital projects outlined in the application as well as for administration duties for reconciliation of the charges. Consent for the board was made.

MOTION by Randall Limbacher, seconded by Len Rand

VOTE The motion was passed on a voice note

Request by Councilor Garcia for roll call

Jyle DeHaven, John Florez, Randal Limbacher, Rosemary Thompson, Lutz Arnold, Councilor Lee Garcia, Len Rand, all present.

9. Matters from Staff

10. Matters from the Committee

1. Rosemary expressed how well of a job interim Jimmy Gunn has been doing at running the airport and requested everyone's support with securing the airport director position. Requested a show of hands (employees and board members) in the room supporting Jimmy Gunn.

11. Matters from the Chair

Councilor Lee Garcia discussed the following topics:

1.Expressed council members don't get involved in the picking of certain positions. Also expressed that Jimmy has been doing a good job at managing the airport.

12.Next Meeting: June 18th, 2026.

13. Adjourn

Meeting was adjourned at 4:45 p.m.

Paulette Ortiz

Liaison

Chair