

**Regular Meeting of the Airport Advisory Board
December 12, 2024 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 4:04 p.m.

2. Roll Call

MEMBERS PRESENT

Councilor Signe Lindell
Jyl DeHaven
Randal Limbacher
Troy Padilla
Len Rand
Rosemary Thompson

MEMBERS EXCUSED

John Florez

OTHER PARTICIPANTS ATTENDING

Kelly Bynon, Administrative Manager
James Harris, Airport Director

3. Approval of Agenda

- a. Approval of 12/12/2024 Airport Advisory Board Meeting Agenda.

MOTION A motion was made by Padilla, seconded by Thompson, to Approve.

VOTE The motion Passed on a voice vote.

4. Approval of Minutes

- a. Approval of Minutes from October 10th, 2024.

MOTION A motion was made by Thompson, seconded by Limbacher, to Approve.

VOTE The motion on a voice vote.

5. Communications From the Public

- Mario Murillo, General Manager of Signature Aviation, gave a quick briefing and draft drawings of the design of Signature's new building. Draft drawings were given to James Harris and Signe Lindell. Projected finish timeline is January 2026.
 - Troy Padilla, board member and owner of Jet Center, recused himself from any further discussion in regard to this matter.

6. Presentations

7. Old Business

- a. Airport Updates (James Harris, Airport Manager, jcharris@santafenm.gov)

James Harris presented a power point presentation that went over different topics. The following comments were made:

1. Airport Organization Chart:

- 3 open security positions.
 - Reclass one position to security officer supervisor
- Custodial manager will be reclassified to grants administrator
- Discussion of using city employees on light duty for shuttle driving.

2. Parking Lot

- Discussed issues with charging for parking fees and the delay due to the contract
- Parking is \$7 / day

3. Leases

- Discussed that all leases at airport are being revised and edited to be uniform
- Starting with rental car leases
 - Concession fee

4. Grant Offers

- master Plan in progress. James and Mayor will have committee to assist with comments on progress.
- North Apron construction project to start in summer 2025.
- Lighting vault project delayed due to bids being double what expected

5. New Destination

- RFP out for LA flights with revenue guarantee
- JSX contacted Airport with interest in going to Scottsdale & Dallas

- b. Grand Prix De Santa Fe Easement (James Harris, Airport Manager, jcharris@santafenm.gov)

8. New Business

9. Matters from Staff

10. Matters from the Committee

- Member Rosemary Thompson made a comment to airport staff stating they have done a great job.

11. Matters from the Chair

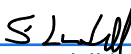
- Councilor Lindell made final comments thanking board members for being present and discussed attendance expectations.

12. Next Meeting:

February 13, 2025.

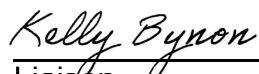
13. Adjourn

Meeting was adjourned at 4:45 p.m.


Signe Lindell (May 12, 2025 12:08 MDT)

Chair

Respectfully Submitted by:



Liaison