

COUNTY OF CURRY)
CITY OF CLOVIS) ss.

The Civil Aviation Board met in regular session Tuesday, March 2, 2022 at the Clovis-Carver Library, North Annex, 701 N. Main, in full conformity with the laws of the State of New Mexico and the ordinances and resolutions of said city with the following members present:

Member John King
Chairman TJ Curtis
Vice Chairman Lonnie Leslie
Member Stephen Verdile
Member Jamie Martinez
Member Matthew Elbus
Mayor Mike Morris

ALSO PRESENT:

James Harris, Airport Director
Justin Howalt, City Manager
Lee Baker, Maintenance Supervisor
Vicki Reyes, Assistant City Clerk

Chairman Curtis called the meeting to order at 5:32 p.m. and established the presence of a quorum.

Agenda Item No. 3 – Approval of minutes of January 4, 2022

Member Martinez moved for approval of the January 4, 2022 minutes as presented; Vice Chairman Leslie seconded the motion, which passed by acclamation.

Agenda Item No. 4 – Airport Director’s Report

Airport Fencing Project Update

The project started January 17, 2022 and the estimated completion is May 17, 2022. Mr. Harris advised they had a few problems with hitting old utility lines when they were trying to install the fencing. Chairman Curtis asked if they were making a map of all the utilities Mr. Harris advised they are. A lot of them are old but still live.

Runway 12-30 PAPI Lighting Update

The winning bidder for this was Bixby Electric, Inc from Albuquerque at \$338,181.74. There is no ETA for the start date since there is a delay on the equipment being shipped.

Self-Service Fueling Station Update

This was completed on February 24th. They are going to close until innovative fueling can come out and fix it. They sold 243.4 gallons of Jet -A and 319.8 gallons of 100LL. Cannon Aero Club has been their main customer.

Airport Marking Project

The state price agreement has been renewed and now they are waiting on supplies. No start date has been established.

Airport Equipment Storage Building

The building is fully erected and they are finishing trim and gutters. Doors will be installed within 2 weeks.

Grants and other Funding Opportunities

Four grants worth \$150,000 were executed by DOT. Mr. Harris has placed orders for everything and now they are waiting on supplies.

- Grant CVN-22-02: Purchase Lighted X (\$45,000)
- Grant CVN-22-03: Purchase new Airport Seating (\$21,000)
- Grant CVN-22-04: Purchase a GPU (\$46,000)
- Grant CVN-22-05: Repair T-Hangar Doors (\$38,000)

FAA Grant for Taxiway A (North) and Runway 4-22

The airport was offered the FAA grant for Taxiway A (north) reconstruction/runway 4022 surface seal. Molzen Corbin is working on this design. Mr. Harris is also are pursuing an FAA grant through the Airport Terminal Program from the Infrastructure Bill to relocate the airport terminal. They are in completion each year for a portion of \$15 billion. There is \$10 billion available for other airport infrastructure projects that Mr. Harris will be seeking for additional projects.

GSE Purchases

Through NMDOT grand and funding from the city, they were able to acquire additional GSE to make the airport more marketable and profitable. They ordered JetGo 900 series GPU, Aircraft flat tire dollies, LAV cart, aircraft pre heater, and new chocks and tie down straps. Deliver is 4-16 weeks for all of the items.

Terminal Project

As they look at rehabilitating and expanding the current passenger terminal to accommodate the increase in passengers using the Clovis Regional Airport, the idea was floated around to build a new one. Both rehab and rebuilding has its pros and cons. Funding is a big part of the cons but it would provide the biggest benefit to the community. They are working on grants to rebuild terminal. Mr. howalt advised they had a contract with Dekker/Perich/Sabatini who were working with the city and TSA to design a potential floor plan. They have continued those conversations and they have looked at the amount of funding left in that available scope of work. They have can work on concepts for a new terminal building. As they go for the grants, they would have a footprint for what they want to construct.

Mr. Howalt advised some of the pros of building new would be that it would separate the two buildings from the secure facility area from the FBO side which is not secured. Mr. Harris advised they would face it on the north side of the terminal facing the parking lot. He plans to have solar put on and a solar farm

in the field. The project would also include expanding and redoing the parking lot which would include the roads leading to the parking lot. Chairman Curtis advised they would need more parking.

PASSENGER ENPLANEMENTS

Key Lime Air Flights:							
2021	Flights Scheduled	Flights Flown	Flights Cancelled	Completion Rate	Enplanements	Deplanements	Total Seats Occupied
January	54	54	0	100	741	839	1,580
February							
March							
April							
May							
June							
July							
August							
September							
October							
November							
December							
Total	54	54	0	100	741	839	1,580

AVIATION FUEL SALES

Aviation Fuel	Volume Sold (Gallon)	Total Revenue
100LL	1,799.4	\$10,040.34
Jet A	21,965	\$108,077.6
Monthly Total	23,764.4	\$118,117.94
Year To Date	40,393.2	\$190,404.01

AVIATION FUEL PRICE

Aviation Fuel Type	Current CVN Aviation Fuel Price:	Regional Average Aviation Fuel Price:	National Average Aviation Fuel Price:
100LL	\$6.41	\$5.91*	\$5.56*
Jet A	\$5.11	\$5.45	\$5.91
100LL (Self-Serve)	\$5.16		
Jet-A (Self-Serve)	\$3.86		
*National and Regional average prices include self-service fuel pricing.			

Denver Air has started purchasing fuel from the airport exclusively for their Clovis flights.

Mr. Howalt advised Commissioner Burns asked at the last meeting if the city collected tax on the fuel sold. He advised they don't. Since it is in the county and the city charges a government rate any shared tax would go to Curry County.

Member Elbus asked if they would be able to redesign the road leading to the terminal with any of the grants. Mr. Harris advised that was a grant that was going to apply for having to deal with infrastructure.

Vice Chairman Leslie advised the flights were wonderful and he looks forward to more trips with Denver Air. It would be nice if they could have TSA precheck. Mr. Harris advised that was being discussed. Mr. Howalt advised the interline agreement with American airlines was supposed to start yesterday so it should show up when someone books an American Airline flight. Chairman Curtis asked where they were on the DTS system. Mr. Howalt advised they were hoping that them having the airline agreement would solve the DTS problem.

Member Martinez asked for an update on the rental car situation. Mr. Howalt advised the issue at the time was the availability of fleet. Mr. Harris has spoken with Denver Air about the possibility of getting rental cars through them. He advised Denver Air has been awarded the contract for Clovis to Dallas for the next four years. They were waiting on that to move forward so he will follow up with them. They have two courtesy cars and they are used quite frequently. Mr. Howalt advised they would continue working on this. Member Martinez asked if they have any update on a shuttle service. Mr. Howalt advised they would follow up on that.

Agenda Item No. 5 – Old Business

None.

Agenda Item No. 6 – New Business

None.

Agenda Item No. 7 – For the good of the order

Chairman Curtis advised the next meeting would be at 5:30 p.m., Tuesday, April 5th.

Agenda Item No. 8 – Adjournment

There being no further business to come before the board the meeting adjourned at 6:01 p.m.