

COUNTY OF CURRY)
CITY OF CLOVIS) ss.

The Civil Aviation Board met in regular session, Tuesday, April 5, 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:

Chairman TJ Curtis
Member Stephen Verdile
Member Jamie Martinez
Member Matthew Elbus

ABSENT:

Member John King
Vice Chairman Lonnie Leslie
Mayor Morris

ALSO PRESENT:

James Harris, Airport Director
Justin Howalt, City Manager
Vicki Reyes, Assistant City Clerk
Members of the public

Chairman Curtis called the meeting to order at 5:33 p.m. and established the presence of a quorum.

Agenda Item No. 3 – Approval of minutes of March 2, 2022

Member Elbus made a motion to approve the minutes of March 2, 2022 as presented; Member Verdile seconded the motion, which passed by acclamation.

Agenda Item No. 4 – Airport Directors Report

Airport Fencing Project Update

This project is 75% complete. This is expected to be completed in early June.

Runway 12-30 PAPI Lighting Update

They will have a precon meeting on May 23rd and will start the project on June 30th. Chairman Curtis asked if they would have to close down runway 422. Mr. Harris advised they were hoping to not have to close it. They will know more after the precon meeting.

Self Service Fueling Station Update

There have been some issues with the pumps not coming on and they think it was due to air locking. The Jet A for Aerocare was causing a problem so the airport was fueling them. The airport has saved 50 overtime hours in call outs.

Airport Marking Project

Runway 422 has been completed. They are now working on Taxiway Alpha and they are expected to be completed early next week.

Airport Equipment Storage Building

The doors have been delivered and will be installed next week. The electric should also be done next week.

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

They have submitted the application and are waiting to hear back. They scheduled core sampling in May to find out what is under Taxiway Alpha and Runway 4-22.

FAA Grant for Design and Terminal Build

They received letters of support from the congressional delegation, Curry County and the Chamber of Commerce. Mr. Howalt advised he and the mayor were in Washington for the ADC Conference and while they were they were they visited with various members of the congressional delegation. They were all very supportive of what the city is trying to accomplish. They didn't get in to see Congresswoman Stanbury, but did receive a letter of support. The delegation will send their original copies to the FAA. Chairman Curtis thanked Mayor Morris and Mr. Howalt for their efforts.

GSE Purchases

They have no ETA for their purchases. They were told there was an 8-10 week lead time and they are 2 months in now. They had four calls last month for GPU.

Fuel Trucks

The fuel trucks should arrive by the end of April. The loaner fuel truck came in but had some issues. The rear meter was off but it has been calibrated. The current Jet A truck is at R&D for maintenance then it will go to R&S for the fuel system. They will use that as a backup for as long as they can.

Airport Statistics Update

They sold 3,405 gallons of 100 LL in March and 41,337 gallons of Jet A. Aero Care will fuel via truck during the day, but will fuel self-serve at night. They will not charge a call out fee to aero care if there is an issue with self-serve after hours.

New Rules, Regulations and Minimum Standards

Mr. Harris will email the standards to everyone once he has them ready. Chairman Curtis advised they would appreciate having them ahead of time to review in case they have questions.

They had 1,114 enplanements last month and 736 the previous month. Chairman Curtis asked what he contributed the jump to. Mr. Harris advised he contributed it to Denver Air. They have done an excellent job. Chairman Curtis asked if they were seeing advantages to DTS and the base. Mr. Howalt advised the interline agreement has gone into place, but it is not showing on AA.com yet. They hope for it to be live this week. Rick Masters was going to check to see if it was in DTS. Member Elbus advised it was on DTS.

Mr. Howalt asked if it was going to Denver or Dallas for DTS. Member Elbus advised it was populating for both. He thought it would be better once it's in AA.com.

Member Martinez asked if there was a breakdown of enplanements to Denver and to Dallas. Mr. Harris advised there were 587 to Dallas and 573 to Denver.

Mr. Howalt advised they were still working with Denver Air on rental cars. The airport does have a courtesy car.

Mr. Howalt advised they are still working with EPCOR to put the extension line. They are working with Dennis Engineering and are expected to go out to bid in the next month. They are also looking at whether or not they can give EPCOR the water system that is there. The airport has to maintain a small water permit and would like to get out of the water business.

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, May 3, 2022

Agenda Item No. 8 – Adjournment

There being no further business to come before the board the meeting adjourned at 5:54 p.m.