

COUNTY OF CURRY)
CITY OF CLOVIS) ss.

The Civil Aviation Board met in regular session, Tuesday, February 16th, 2023 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
Vice Chairman Lonnie Leslie
Mayor Mike Morris
Member Jamie Martinez
Member Robbie Telles
Member Stephen Verdile

ABSENT:

Member Matthew Elbus

ALSO PRESENT:

Lee Baker, Interim Airport Director
Justin Howalt, City Manager
Vicki Reyes, Assistant City Clerk
Vince Payne, Molzen Corbin
John Pate, Molzen Corbin

Chairman Curtis called the meeting to order at 3:01 p.m. and established the presence of a quorum.

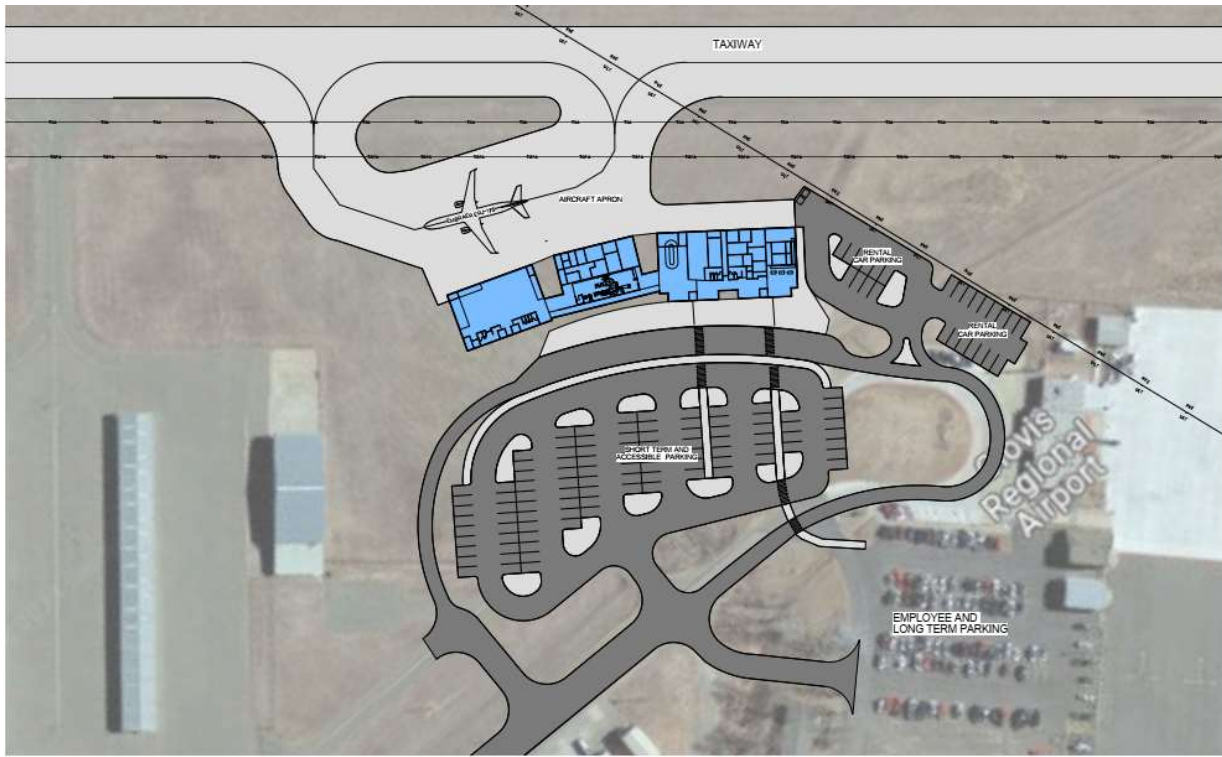
Agenda Item No. 3 – Approval of minutes of January 3, 2023

Member Telles made a motion to approve the minutes of January 3, 2023; Mayor Morris seconded the motion, which passed by acclamation.

Agenda Item No. 4 – New Business

a. Discussion and recommendation regarding the airport terminal





CLOVIS TERMINAL SITE PLAN-OPTION 2 ①

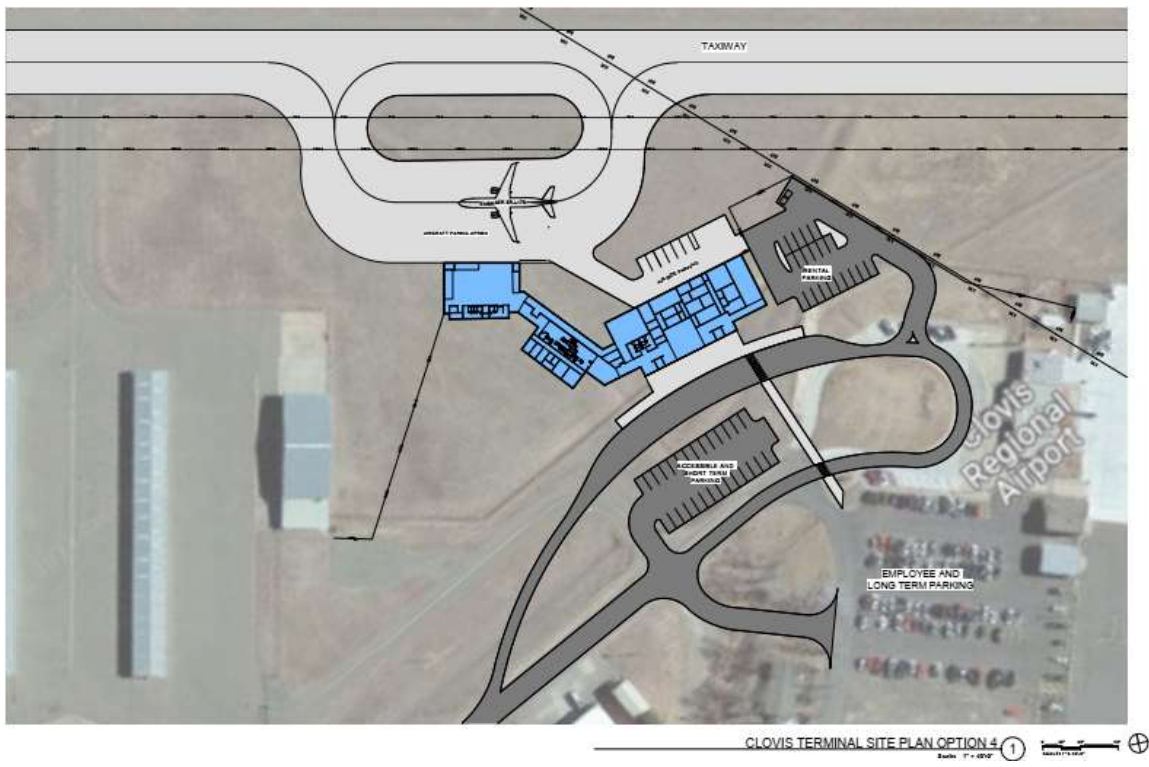
Scale: 1" = 40'-0"



CLOVIS TERMINAL SITE PLAN-OPTION 3 ①

Scale: 1" = 40'-0"





Mr. Howalt advised as part of the construction of the new terminal they have options from Molzen Corbin to decide on. Mr. John Pate and Mr. Vincent Payne were present from Molzen Corbin. Mr. Pate advised they have options for the board and they aren't committed to any of them. The plans they are looking at were originally developed for this project.

Mr. Pate showed a site plan for option 1. They thought they might be able to flip the floor plan and the site from the original Dekker/Perich/Sabatini plans. They revised some of the parking, added an area for handicap parking with a one way loop and adding an access road that connects back to the main entrance road. Vice Chairman Leslie asked if this was all new construction. Mr. Payne advised it was all new construction. Mr. Pate advised they were trying to use as much of the existing street as possible, in terms of saving money. Mr. Howalt advised they were originally going to place the terminal directly north of the existing parking lot. They had to shift the building to the west to stay out of the safety zone area.

Mr. Payne advised they decided to bring the restaurant out so that it's on the nonsecure side. They put it on the east side of the building, the airlines in the middle and CVN offices in the center. Other ideas that were added were a pet relief area and a mother's room. Chairman Curtis advised he liked that the restaurant was going to be on the outside. He asked if there was room on the apron to get two planes on there. Mr. Payne advised to the west of the hold room there is room to expand and they could extend the apron further to the west to make room for two aircraft.

Mr. Pate advised they cannot predict the amount of enplanements that are going to happen in the future. All of these design responses are set up so that the airport terminal is expandable to the west.

Member Martinez asked if they know how they are going to keep ground control access and ARFF. Mr. Howalt advised ARFF would stay where it was. Member Martinez asked if there was a road they would travel to so they could respond. Mr. Howalt advised the taxiway.

Member Telles advised if there was a significant incident they could travel across the ground. Member Verdile asked if access would be included in the design for emergencies. Mr. Howalt advised there was no way out and the garage door for the ARFF unit is on the airfield side.

Vice Chairman Leslie asked if the new fire truck would fit in the existing space. Mr. Howalt advised it would.

Mr. Pate advised they have a non-sterile area to the east which is where they could put a rental car lot. Member Verdile asked if this was based off of what the city will receive for funding. Mr. Howalt advised the request they made to the FAA was their best guess. Should they receive that funding and then have to phase or scale things they will approach that at that time. Mr. Pate advised they weren't showing architecture yet.

Mr. Payne advised the main change on option 2 is the short term parking. The floor plan is similar to the option 1 floor plan. They moved the restaurant closer to the baggage pickup area and moved the airline ticketing to the east. The block size is similar, but gives an option to rearrange. Member Martinez advised one of the highlights of the airport improvement plan was a restaurant. He thought it might be better to give a larger view of the flightline from the restaurant. Mr. Payne advised that was a good point and they could definitely take that into consideration. He advised there could also have outdoor seating in portion of the restaurant.

Chairman Curtis advised he liked the parking lot in option 2 more. He asked if they need that much space for the rental cars. Mr. Howalt advised they could remove the northern rental car spot. Mr. Payne advised the rental car area could be a segregated part in the long term parking. Chairman Curtis advised he liked the idea of keeping the airport terminal closer to the existing structures. Mayor Morris agreed and it gives them the extra space on the west side for expansion.

Member Martinez asked if they have given any consideration to a rental car maintenance building. Mr. Payne advised they have not considered that. He wasn't sure if a rental car facility of this size would have that type of building. Mr. Howalt advised they have a rental car space with counter accessibility.

Mr. Payne advised option 3 provides more flexibility to expand. Member Verdile asked if they could adapt the parking and roadway turns to fit the different building footprints. Mr. Payne advised they wanted to provide different option so one option isn't stuck with each design. Member Verdile advised he liked option 3's parking, but was not crazy about the building layout.

Mr. Payne advised the floor plan is similar to option 1. They moved ticketing to the center and the TSA offices would be to the east of the holding room. Member Verdile asked if TSA had any say in this design. Mr. Howalt advised they have set guidelines for their office space.

Member Curtis advised he liked the parking in option 2, restaurant placement in option 3 and the option to expand. Mr. Howalt advised there was a lot of space behind the apron. Chairman Curtis agreed that there was a lot of wasted apron space. Member Telles advised if they could open another access they could leave that plane in place. Member Martinez advised expanding the apron was a must.

Mr. Payne advised option 4 parking is similar to option 3. Member Verdile advised he liked that TSA was all together in this option. Chairman Curtis advised he liked the compact look of option 3. Member Telles advised he liked how open this was option was.

Member Martinez asked if they could put the restaurant on the open side first and then add another restaurant on the other side. Mr. Howalt advised he wasn't sure if they would have enough demand for two restaurants. They currently have a vending area programmed in.

Member Verdile asked if they would revise the options with their suggestions. Mr. Payne advised they would go back and incorporate the recommendations. Mr. Howalt advised he understood they liked the general layout of option 4, moving the taxiway further to the east, keep the restaurant on the east side of the building, option 2 for parking and rental cars in the existing lot.

Member Martinez advised option 2 has 101 parking spaces along with the current parking that has 80-90 parking spaces. He asked if this was enough or too much. Member Telles advised they need as much as parking as they can get.

Vice Chairman Leslie asked when they would have an accurate amount of money they can spend. Mr. Howalt advised they asked for \$14 million, but he was not sure when the FAA was going to get back with them. The bill that he sent to everyone has \$37 million in it for the City of Clovis airport. Included in that, is \$14 million for the terminal.

Agenda Item No. 5 – For the good of the order

None.

Agenda Item No. 6 – Adjournment

There being no further business to come before the board the meeting adjourned at 4:14 p.m.