

Regular Meeting of the Airport Advisory Commission
Roswell Air Center Conference Room
Tuesday, May 05, 2026, at 2:00 PM

Notice of this meeting was given to the public in compliance with Section 10-15-1 through 10-15-4 NMSA 1978 and Resolution 26-12.

A. Call to Order

The meeting convened at 2:00 P.M.

B. Roll Call

Commissioners Present:

Commissioner Hollifield

Commissioner Powell

Commissioner Hitchcock

Commissioner Hightower (online)

Commissioner Waide (online)

Staff Present:

Alicia Morales, RAC Sr. Administrative Assistant

Bobbi Thompson, RAC Director

Don Fisher, RAC Airport Security Manager

James Perez, Airfield Maintenance

Mac Rogers, City Project Manager

Michelle Sanchez, RAC Property Manager

Omar Gonzalez, Deputy RAC Director

Hess Yntema, City Manager

Guests Present:

Doug Marsillett, Sky West

Tania Stevenson, SkyWest

Cassandra Melendez, American Airlines

Ed Heldenbrand, City Council

Guests Attending via GoToMeeting:

Kym Branch, Sky West

Guest (x4)

C. Approval of the Agenda

Commissioner Hollifield made a motion to approve the agenda. Commissioner Hightower seconded. A voice vote was unanimous. Motion passed 5-0.

D. Approval of the Minutes

1. Approval of minutes from the April 7, 2025, regular Airport Advisory Commission meeting.

Commissioner Hollifield made a motion to approve the agenda. Commissioner Hitchcock was the second. A voice vote was unanimous. Motion passed 5-0.

E. Election of Chair and Vice Chair (Bobbi Thompson)

Commissioner Hitchcock was nominated by Commissioner Hollifield for Chair with no other nomination. Motion passed 5-0.

Commissioner Hollifield was nominated by Commissioner Powell for Vice Chair. Powell made a motion to approve the nomination. Commissioner Hitchcock seconded. Motion passed 5-0

F. Newly Elected Chair Resumes Meeting

G. Non-Action Items

2. Air Center Operations Report

a. Fiscal 2027 Budget Review.

Omar Gonzalez discussed Fiscal Year 2027 budget.

b. June- No Purchase Orders Issued

Omar Gonzalez discussed there will be no purchase orders being issued in the month of June 2026 due to the new fiscal year.

3. Air Operations Report (Paul Vigil)

a. Passenger Boarding

Omar Gonzalez reported on behalf of Paul Vigil. He stated that American Airlines recorded 4,974 departing passengers. He also discussed passenger activity for SkyWest, noting approximately 1,200 passengers for both arrivals and departures.

b. Airport Flight Operations

No report

c. Aircraft Parking

In April, 164 aircraft were parked on the airfield, reflecting a decrease of 12 from the previous month.

4. Project List

a. ADB Lighting & Electrical Vault (Lochner)

A written report was presented via PowerPoint, including estimated timelines for completion. Bobbi Thompson discussed the current status of the project.

b. Master Plan & ALP Update (Lochner)

Bobbi Thompson discussed the status of the projects and stated that she will be in contact with the ADO.

c. BLM Taxiway Update (Lochner)

A written report was provided and presented via PowerPoint, outlining estimated completion timelines. Bobbi Thompson reviewed the project's progress, including delays and associated change orders.

d. Taxiway Charlie Update (Lochner)

A written report was presented via PowerPoint, including estimated completion timelines. Bobbi Thompson provided additional details regarding the current status of the project.

e. Terminal Restrooms Improvement & Generator Update (Molzen Corbin)

A report was presented via PowerPoint, including estimated timelines. Omar Gonzalez discussed remaining punch-list items for the terminal restrooms.

Bobbi Thompson also discussed the status of the generator project based on the report provided by Molzen Corbin.

f. SE Waterline Update (Mac Rogers)

Discussion was held regarding the SE Waterline project. Phase One was reported as complete, and Phase Two is currently in progress. Additional discussion included the electrical lift station.

g. Capital Improvement Plan (CIP) 2026 Projects Update (Lochner)

No report.

h. Museum Taxiway and Gate Update (Molzen Corbin)

A written report was presented via PowerPoint, including estimated timelines. Bobbi Thompson addressed the project's status based on the report provided by Molzen Corbin.

5. 2024 Flood Damage Repair Report Update (Mac Rogers)

Discussion was held regarding the flood damage report, noting that the project has advanced beyond the Federal Emergency Management Agency (FEMA) environmental review phase.

6. Challenger Drive Drainage (Mac Rogers)

Discussion was held regarding the Challenger Drive drainage project, noting that final coordination efforts are underway among Engineering, Streets, and the contractor.

7. Grandstands (Mac Rogers)

Discussion was held regarding the grandstands project. It was noted that a punch-list of remaining items is outstanding, and ongoing coordination with the contractor continues regarding the grandstand ramps and pavement located in front of the grandstands.

8. Airport Security Report (Don Fisher)

Discussion was held regarding a Transportation Security Administration (TSA) inspection and strategic planning efforts for the National Championship Air Races (NCAR).

9. Airfield Conditions Report (James Perez)

a. Part 39 Inspection

Discussion was held about Part 39 inspection process, including its purpose and current findings.

b. Airfield Update

Discussion was held about current airfield operations activities, including rubber removal and vegetation control efforts being conducted throughout the airfield.

10. Air Center Property Report (Michelle Sanchez)

a. Vacancy Report

Discussion was held regarding the Air Center vacancy report and Building 72.

b. Restaurant Report

Discussion was held regarding the restaurant report, including monthly revenue, customer service, future plans, and marketing efforts.

11. Events Report (Bobbi Thompson)

a. Air Races

Discussion was held regarding the National Championship Air Races (NCAR), including contracts, arrival dates, certifications, opening dates, ticket sales, and race course development, along with additional event planning related to staffing, RV parking, vendors, and merchandise.

12. Commission Reviews (Bobbi Thompson)

a. Rules and Regulations

Discussion was held regarding the rules and regulations, and a request was made for the Board to review the document for potential updates.

b. Discussion on Security Cost

Discussion was held regarding security costs associated with the Air Center.

c. Sale of Buildings

Discussion was held regarding Air Center buildings under consideration for sale, noting that some properties are currently in the process of being sold.

d. Land Holdings

Discussion was held regarding Air Center land holdings under consideration for sale.

e. Airline Revenue Support

Discussion was held regarding airline revenue support, and attendees were encouraged to assist with word-of-mouth marketing efforts.

H. Commission comments for future agenda items

No comments.

I. Reports/Announcements - Members, Commission, Staff

No reports or announcements.

J. Public Participation

None

K. Adjourn

Commissioner Powell made a motion to adjourn the meeting, and Commissioner Hollifield was the second. A voice vote was unanimous. Motion passed 5-0. The meeting was adjourned at @ 3:15 PM.