

*AIRPORT ADVISORY BOARD MEETING
Cutter Aviation
Thursday, August 16, 2018 (9:00 AM)*

Advisory Members – Present:

Jay Carrizales
William Carreathers
William Ferguson
Joseph Grasso
Jim Maddox
Lee Truitt

Advisory Members-Absent:

Orlando Esparza
Tom Valdez
Jon Word

City Personnel and Guests:

Nyika Allen
Erika Anaya
Joshua Castellano-Gonzalez
Scott Gwiazda
Phyllis Keller
Lisa Leyva
Jane Lucero
Jack Scherer
John Stephens

Cutter
Atlantic

- I. Call to Order: Jay Carrizales called the meeting to order at 9:03 a.m.
- II. Changes/Additions to Agenda: Jay Carrizales no changes to agenda.
- III. Approval of July 19, 2018 Airport Advisory Board Meeting Minutes: Jay Carrizales requested a motion to accept the meeting minutes as written. Will Ferguson made the motion. Jim Maddox seconded the motion. Motion carried unanimously.
- IV. Reports
Reports/Updates ~ Nyika Allen
 - Report on last 6 months:
 - Goal 1:
 - Visited American Airlines in Dallas, TX
 - Went to JumpStart and met with several Airlines
 - Southwest Airlines added Orange County to their route
 - Goal 2:
 - Ordered bilingual signage
 - FIS upgrades in the works
 - Announcing new airline, new route tomorrow
 - Going to visit Air Canada next week
 - Goal 3:
 - Public Transportation working with Transit
 - Goal 4:
 - Working with TSA on safety & security
 - Computerized badging program
 - Goal 5 & 6:
 - ACE & P3 model
 - GLD
 - Goal 7:
 - Hired Lisa Leyva
 - More communication through Social Media
 - Nextdoor
 - PublicVue
 - Goal 8:
 - OSHA Training for blue collar
 - Leadership summit @ CNM
 - Supervisory Training @ PSU with CABQ
 - Sending employees to conferences
 - Goal 9:
 - Meetings with Albuquerque Bernalillo County Water Utility Authority regarding grey water, starting food composting, and applying for the VW settlement funds to get more EV chargers

Project Overview ~ Jack Scherer

- TIP continues
- Roll out of ticket counters
- Mother's nursing room in the final punch list to open next week
- Pet Relief will be done in two week
- Airfield lighting changed to LED

Finance ~ Josh Castellano-Gonzalez

- Year-end still happening
- YTD 13.5% increase

Public Affairs ~ Lisa

- Mother's nursing room working on signage
- Updating website
- Committee meetings
- Marketing Manager position
- GA sub-committee meetings
- Sub-committee digital advertising
 - Board members interested on this committee are Lee Truitt and Jay Carrizales
- Economic Development site selection, side by side advertisement on ACE

Operations Overview ~ Scott Gwiazda

- Taxiway echo bids opened Tuesday
- Exit taxiway 2-1
- Introduction of Jane Lucero the new Association Director of Operations & Planning.
- Opening bids for DEII

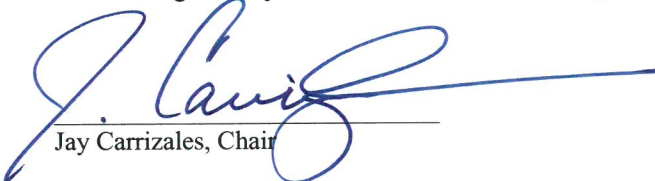
V. On-Going Business

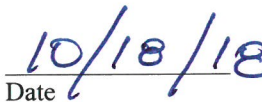
VI. New Business

- GA sub-committee report ~ Joe Grasso
- Expand the invite to DEII next month
- Flight Tracker Screen
- Indoor committee ideas of updates for customers – exploratory ideas: Lee Truitt and Jim Maddox interested
- GLD Presentation

VII. Visitors Comments/Questions

The meeting was adjourned at 10:42 a.m. Motion by Lee Truitt, seconded by Joe Grasso. Motion carried.


Jay Carrizales, Chair


Date