

*AIRPORT ADVISORY BOARD MEETING
Albuquerque International Sunport
Aviation Large Conference Room
Thursday, February 16, 2017 (9:00 AM)*

Advisory Members – Present:

Orlando Esparza
Joseph Grasso
Jane Lucero
Raymond Salazar
Lee Truitt
Tom Valdez
D'Auna Wood

City Personnel and Guests:

Erika Anaya
Joshua Castellano-Gonzalez
Dustin Danflous
Scott Gwiazda
James Hinde
Phyllis Keller
Peter Pierotti
Jack Scherer
Pam White

Advisory Members-Absent:

Jon Word

- I. Call to Order: Orlando Esparza called the meeting to order at 9:00 a.m.
- II. Changes/Additions to Agenda: Orlando Esparza to add the approval of the Annual Report and expirations dates of board memberships.
- III. Approval of November 17, 2016 Airport Advisory Board Meeting Minutes: Orlando Esparza requested a motion to accept the meeting minutes as written. D'Auna Wood made the motion. Jane Lucero seconded the motion. Motion carried unanimously.

IV. Reports

Reports/Updates ~ Jim Hinde

- Big effort right now is the FY18 budget.
- GPS meeting and Airport 101 will be July 14th, 2017.
- On the project front the 727 will be moved finally will be proceeding with the ACE project.
- IT has several projects going on: orientation point at the check point and WiFi, have the cabling in. There will be about 48 points that will allow about 200 users each.
- Space locators in parking structure.

Finance ~ Pam White

- Expense Analysis by Account:
 - Ⓢ Current Quarter Expenses including transfers is \$15.4 million
 - Ⓢ Year to date is \$28 million
 - Ⓢ Expensed is 45%
 - Ⓢ Salary & wages is 40.83%
- Expense Analysis by Department:
 - Ⓢ Admin & Airfield are each at 37%
 - Ⓢ DEII at 37%
 - Ⓢ Operations at 33%
 - Ⓢ Terminal Building Maintenance at 44%
 - Ⓢ Parking at 39%
 - Ⓢ Car Rental Facility at 38%
 - Ⓢ Airport Police at 48.5%
 - Ⓢ Airport IT at 44%
 - Ⓢ Total Aviation Operations at 41% including transfers is 45%
- Revenue:
 - Ⓢ 2nd Quarter revenue is \$17 million
 - Ⓢ Year to date revenue is \$32 million
 - Ⓢ FY17 budgeted revenue is \$62 million
 - Ⓢ Almost all revenue accounts are performing either above or right at target.
- Pie Chart:
 - Ⓢ Some decreases from the same month in the prior year. Enplaned is at -1.4% and deplaned is at -2.1
 - Ⓢ Calendar year to date a slight increase of 0.6%
 - Ⓢ Air traffic control is at 7.8% and DEII is at -1.1%

- In the October meeting there was a request of a comparison of budgets. Here is the comparison of the first six months of FY16 and FY17.
- Moody's reaffirmed our ratings. Our credit strengths is our strong competitive but also that we brought in the 3 airlines and they marked that as a credit strength. Our declined debit level is strong credit strength. One of our credit challenges is decline in our deplaned.
- We have our hearing with the CAO next week for FY18 budget. We are proposing a \$63 million budget.

Public Affairs ~ Jim Hinde

- Alaska will be flying to Orange County, CA.

Project Overview ~ Jack Scherer

- Mechanical penthouse winding down.
- Walk through at Access Control Office.
- Started the Sunport roadway signage project.
- A month into the employee parking lots reconstruction. Three weeks to start the dip by the post office.
- TIP will begin March 13th, 2017. 100 people badged for this project. Meetings prior to starting.
- Final design of NM DOT hanger at DEII. Will get bid out.

Operations Overview ~ Scott Gwiazda

- Airfield projects runway 8 slabs being replaced and decoupling will start late summer early fall of 2017.
- Moving 727 to the old sandia hanger footprint.
- Certification inspection is in April.
- Women of Aviation Event will be at Cutter Aviation March 6-12, 2017.
- We had one snow event.

V. On-Going Business

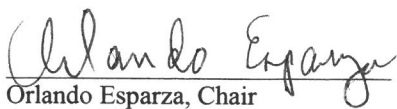
- Sandia Hanger ~ Board ~ the hanger is completely gone.
- Cutter Security follow-up ~ Scott Gwiazda ~ spoke with Jessi and Matthew; they still have the chain and lock that works until they are able to install a card reader when the infrastructure is changed.
- Annual Report ~ Board ~ there was only one typo but everything else looked good. Motion made by Lee Truitt and seconded by Joe Grasso, motion carried.
- Board Memberships ~ Board ~ Jane Lucero and Raymond Salazar are no longer available to reapply. D'Auna Wood need reapply for reappointment.

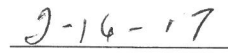
VI. New Business

- Approval of the Rules of Conduct and Procedures ~ Orlando ~ Approved motion made by Joe Grasso and seconded by Lee Truitt, motion carried.
- Decision on day/time for future meetings ~ Board ~ Meetings will continue to be the 3rd Thursday of the month at 9am with exception of December meeting will be cancelled, motion made by D'Auna Wood and seconded by Lee Truitt, motion carried.
- Election of Officers ~ Board ~ Orlando Esparza was nominated for the chair position. Motion made by D'Auna Wood and seconded by Jane Lucero, motion carried. Lee Truitt was nominated for the vice-chair position. Motion made by D'Auna and seconded by Jane Lucero, motion carried.
- Tour of the Family Assistance Center ~ Jack Scherer ~ get with Jack after meeting.
- Eclipse Tour ~ remove from the agenda.
- Tour of the Airport ~ keep on the agenda until we have a full board.
- 1-25 Sunport sign off the freeway ~ when the project meeting happens it will be addressed.
- Meeting with Steve McKee?

VII. Visitors Comments/Questions

The meeting was adjourned at 9:51 a.m. Motion by Lee Truitt, seconded by Jane Lucero. Motion carried.


Orlando Esparza, Chair


Date