

*AIRPORT ADVISORY BOARD MEETING
Albuquerque International Sunport
Aviation Large Conference Room
Thursday, February 18, 2016 (8:15 AM)*

Advisory Members – Present:

Orlando Esparza
Joseph Grasso
Roger Hartman
Raymond Salazar
Lee Truitt
D'Auna Wood

City Personnel and Guests:

Scott Gwiazda
Jim Hinde
Daniel Jiron
Phyllis Keller
Sarah Lee
Denise Ortiz
Lynn Parras
Peter Pierotti
Jack Scherer
Pam White

Advisory Members-Absent:

Jane Lucero
Jon Word

- I. Call to Order: Joseph Grasso called the meeting to order at 8:18 a.m.
- II. Changes/Additions to Agenda: Joseph Grasso no changes to agenda.
- III. Approval of January 18, 2016 Airport Advisory Board Meeting Minutes: Joseph Grasso requested a motion to accept the meeting minutes as written. Roger Hartman made the motion. D'Auna Wood seconded the motion. Motion carried unanimously.

IV. Reports

Reports/Updates ~ Jim Hinde

- Submitted budget and will have hearing with the CAO next week.
- We were approached by Hudson Retail originally and then a couple of the rental car companies feel like they are losing money due to the decrease of passengers. We will be hiring a consultant (Vanguard) to do a study/review for the decline in their revenues for the Retail and Rental Car companies. The review will begin in about a month or so.
- DEII Master Plan first will be next month. They have tried to reach out to Jon Word.
- Peter has been working really hard on the Foreign Trade Zone with 6 of the Counties in New Mexico.

Finance ~ Pam White

- Budget hearing with CAO next Tuesday for FY17 budget.
- Fitch contacted us and they will be reviewing the airport's portfolio.

Public Affairs ~ Daniel Jiron

- There was a bomb scare at the rental car facility on Saturday.
- Story on Marshall and the Orion contract.
- Uber is doing really well here.
- Story in the paper regarding the Sunport's Art Program.
- Issue with a shot glass in one of the shops.
- Cell phone waiting area.
- Real ID Act and it looks like it's a done deal.
- Jim, Jack, and I are working with integrating some marketing for the Terminal Improvement Project to promote Albuquerque.

Project Overview ~ Jack Scherer

- Working on the Police Suite and Fitness Center, will be doing a punch list in the next couple of weeks.
- We are about 95% complete on the inside of the Parking Administration, the booths are being installed. Completion of this project should be in about 6 weeks.
- Pre-con meeting today 2/18/16 for the Family Assistant Center, I.T., and Access Control project.
- Parking Structure lighting will be complete in about 3 weeks.
- Snow Barn is taking longer than it should and it should be done in about another month.
- Penthouse project is underway and should be completed in August.
- Demolition of Sandia Hanger will go out to bid next Tuesday.
- Sunport roadway signage will out to bid next month.
- Will be doing a bid out on the employee parking lot and dip on George in the month of March.

Operations Overview ~ Scott Gwiazda

- Terminal ramp reconstruction will begin in March.
- FAA inspection in April. We are taking advantage of the great weather to work on the airfield and get it ready.
- Continuing work with the airshow with KAFB (open house).

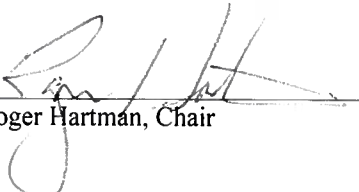
V. On-Going Business

VI. New Business

- Approval of the Rules of Conduct and Procedure ~ Joe Grasso
 - Ⓢ The Rules of Conduct were approved without amendment as of this date: motion by Roger Hartman, seconded by Lee Truitt. Motion carried unanimously.
 - Ⓢ Some of the notice that is according to the rules that we will have it posted in the front and will be posted on the website also.
- Decision on day/time for future meetings ~ Board
 - Ⓢ Board members reviewed and discussed days and times of meeting were approved that the board meetings occur every month except for December. The meeting will continue to be on Thursdays and the time will change to 9:00am. Motion by D'Auna Wood, seconded by Roger Hartman. Motion carried unanimously.
- ACE Update ~ Jim Hinde
 - Ⓢ Finally got our site plan for subdivision approval. Will be doing 3 different phases. 1st phase will dirt work, 2nd will be utilities, and 3rd will be asphalt for major roadways. Hope to start construction early summer depending on the design phase.
- Airport Goals Discussion ~ Joe Grasso
 - Ⓢ The City Administration asked for us to submit goals ~ Jim Hinde
 - Ⓢ The board would like to be involved with setting goals in the department.
- Results of Airport Survey Discussion ~ Joe Grasso
 - Ⓢ No discussion.
- Election of Officers ~ Board
 - Ⓢ Roger Hartman volunteered to be chair. Joe Grasso nominated Orlando Esparza as vice-chair. All board members approved.

VII. Visitors Comments/Questions

The meeting was adjourned at 9:14 a.m.



Roger Hartman, Chair

21 Apr 2016
Date