

AIRPORT ADVISORY BOARD MEETING

Cutter Aviation

Thursday, October 18, 2018 (9:00 AM)

*Advisory Members – Present:*

Jay Carrizales  
Joseph Grasso  
Jim Maddox  
Jon Word

*Advisory Members-Absent:*

William Carreathers  
Orlando Esparza  
William Ferguson  
Lee Truitt  
Tom Valdez

*City Personnel and Guests:*

Nyika Allen  
Erika Anaya  
Joshua Castellano-Gonzalez  
Phyllis Keller  
Stephanie Kitts  
Jack Scherer  
John Stephens

Atlantic  
TSA

- 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. Jim Maddox made the motion. Joseph Grasso seconded the motion. Motion carried unanimously.

IV. Reports

*Reports/Updates ~ Nyika Allen*

- Working on Volaris for the last month
- FIS – Jim working on this project
- Contract overhaul
- Rate charge change for the parking structure
  - Rob Chavez – Fast Park spoke on this topic.
- Off Parking Rate Changes – reviewing everything from the audit and all the suggestions made
- Marketing for Guadalajara
- Working with Albuquerque Bernalillo County Water Utility Authority
- Re-negotiating with Uber and Lyft
- Newsletter
- Full-time Airport Security Coordinator going to be hired
- Frontier will be exiting all routes except for Orlando by November. They are a very seasonal airline

*Public Affairs ~ Stephanie Kitts*

- Lisa working on Volaris
- Marketing for Volaris
- Social Calendar
- Working with ops for social calendar
- Working with Fresquez and Holly Holms to raise money for the homeless
- RFP for the advertising contract

*Project Overview ~ Jack Scherer*

- TIP continues – lost electrical sub-contractor a month ago
- Ticket counters almost done working through the night
- Bag claims all open
- Small projects going on
- Pet Relief being used properly
- Mother's Nursing Room being used
- Working on a small comm. center in case of an emergency, MIRROR Facility
- Looking at a permanent FIS facility

*Finance ~ Phyllis Keller*

- 1<sup>st</sup> quarter July-September should be at 25% but we are at 24%
- Misc. @ 86%

- Between \$300-400 have been collected for the solar
- All the funds being audited for FY18. If completed by next meeting will discuss
- Expenses:
  - 3.3% below budget
  - All lines below
- Pie chart:
  - Year to date up 12.1% increase

V. On-Going Business

VI. New Business

- TSA – had a great year around the country. During Balloon Fiesta the numbers were great. The longest wait time was 28 minutes. Firearms are still an issue.
- Jim ~ FIS moving along. Business Development: 3 firms looking at ACE and 1 looking at DEII.

VII. Visitors Comments/Questions

The meeting was adjourned at 10:21 a.m. Motion by Joseph Grasso, seconded by Jim Maddox. Motion carried.

  
Jay Carrizales, Chair

11/15/2018  
Date