

AIRPORT ADVISORY BOARD MEETING

Cutter Aviation

Thursday, March 21 2019 (9:00 AM)

Advisory Members – Present:

Jay Carrizales
William Ferguson
Lee Truitt
Dr. Marie Lobo
Jim Maddox
Fred DeGuio
Anthony Gallegos

City Personnel and Guests:

Nyika Allen
Lisa Leyva
Peter Pierotti
Kendrick Dane
Jonathan Small
John Stephens
Chris Albrecht
Phyllis Keller
Janet Aranda

Advisory Members-Absent:

David Ortiz, KAFB
Malik Hakim
Brett Shank, WSP

- I. Call to Order: Jay Carrizales called the meeting to order at 9:04 a.m.
- II. Changes/Additions to Agenda: None
- III. Approval of January 17, 2019 Airport Advisory Board Meeting Minutes: Jay Carrizales requested a motion to accept the meeting, passed unanimously
- IV. Reports
 - Reports/Updates ~ Nyika Allen*
 - ➔ Budget submitted to Mayor's Office, 3/20/19, approved and moving on to Council
 - ➔ Pre-bid Security Project
 - ➔ Final stages of Security bid contract
 - RFP out
 - Bids due 4/1/19
 - Start project May/June timeframe
 - 18 months to completion
 - ➔ Near final states second draft Airport Security Plan (ASP)
 - ➔ New attorney – Kendrick Dane (intro)
 - ➔ Turo Bill
 - Peer to peer car sharing network
 - Operate at airport
 - Similar to Air BnB-personal cars
 - Did not pass legislature
 - Continue to work on internally
 - Park off-site/owe us revenue
 - Operate on-line 50-100
 - ➔ Capital Finance Planning
 - Started 11/18
 - Departments have opportunity to submit
 - Looking at how to fund
 - \$300 million in projects over 3-5 years
 -
 - Finance ~ Phyllis Keller*
 - ➔ Eight (8) month fiscal year
 - ➔ 67% of the revenue for airport at exactly 67%
 - ➔ If added accrual 73%
 - ➔ 3rd Quarter revenue report and stats available next month
 - ➔ Misc. revenue account mainly – Solar rebates
 - ➔ First eight months 800K in rebates
 - ➔ \$450K in rebates since 2010
 - ➔ Traffic stats (1 year) down .2% last month
 - ➔ Above 2016 & 2017 and on track 2018

- ➔ Contributing factors: Economy and more flights (traffic, concessions, passenger increase 87%, rental cars, more severe weather, government shutdown)
- ➔ John Stephens – 2/19 67% expended, actual 59% (under)

Public Affairs ~ Lisa Leyva/Jonathan Small

- ➔ Economic Development – active month
- ➔ Several inquiries DEII & ACE
- ➔ Economic Dev to determine incentives
- ➔ Air service plans in place
- ➔ JumpStart June 2019 Nashville- Wish list approved and includes #13 airlines (e.g.SWA, Allegiant, Moxy & Legacy)
- ➔ Nyika – JumpStart meetings consist of how we are doing and assists us in doing better
- ➔ Jay – Capacity of current terminal; Nyika we can use more common use terminal, International facility, Yes we are ready
- ➔ Fred – Orlando cut; Lisa, yes back to Denver May and in talks to replace
- ➔ Announced Austin
- ➔ Nyika – in talks with Taos Air; looking to partner
- ➔ Jonathan Small
 - 1st marketing meeting yesterday (3/20/19)
 - Friday, 3/15/19 NM True kickoff – 3 month campaign, positive feedback, press conference picked up by three stations
 - Secured Isotopes (baseball) premier sponsorship, rebrand Mariachis
 - Allocated 200 tickets
 - Incorporate Volaris Chihuahua flight (Mayor of Chihuahua & Mayor Keller-throwing 1st pitch)
 - Piñatas to first 3K fans
 - Occurs during National Senior Games
- ➔ Dog/Pet policies on website
 - Based on City ordinance (e.g. non-service animal contained)
 - Signage being created throughout airport and near stations
 - Training in works for airport staff and airlines
 - Brochures being created
 - 3rd Party organizations may coordinate content
 - Making headway on branding, letterhead, collateral, exhibit promo materials
 - Marie Lobo – will branding be ready for JumpStart – Nyika no table at JumpStart, will be prepared with PowerPoint presentation

Project Overview/Operations – Nyika

- ➔ Emergency exercise scheduled for today postponed until April
 - Part 139 (4/9-11/19)
 - Taxiway E underway
 - F6 – early April
 - Jet bridge out of service
 - B-3 out since Saturday – getting fixed
- ➔ Air Shows 5/18/19-working with airlines and KAFB
- ➔ New Airport Security Coordinator on board 4/15/19 (originally 4/1/19) – Main TSA contact
- ➔ TIP schedule complete 6/28/19
- ➔ Moving walkway project going well (walkway going away)

V. On-going Business – Jay Carrizales

- ➔ Rules of Conduct emailed to board for review and changes
- ➔ Discussion – no changes
- ➔ Motion Fred to keep as is, second by Dr Lobo, unanimous approval

VI. New Business

- ➔ Additional phones charging stations – known need
- ➔ Known need, early stages-baggage claim, this side (north) terminal being considered
- ➔ Off-site parking recommendation
- ➔ Pending info from offsite parking vendor-has not yet provided
- ➔ Enforcement ability
- ➔ Peter – contracts says if they don't comply, they can be held liable for audit; material breach has consequences, including termination of contract
- ➔ Fred – website outdated
 - Jonathan Small – updates in works
- ➔ MN Air Charter/Sun Country
- ➔ Lisa – Sun Country flies for Frontier
- ➔ Fred D – Charter to Laughlin, NV-1 month
- ➔ Lisa – Adhoc Advertising committee meeting 4/4/19
- ➔ Lisa – Advertising RFP will be complete
- ➔ David Ortiz announced he is retiring and introduced Malak Hakim
 - Malak is a Community Planner and works on encroachment issues, land use, Native Communities, etc.
- ➔ EUL (Enhanced Use Lease) – developer spearheads to regulate property-still in discussions
- ➔ Anthony Gallegos – introduced himself. Looking forward to serving on board. Previously worked for Lockheed and Honeywell. Currently works as UNM as Operations Manager

The meeting was adjourned at 10:02 a.m.


Jay Carrizales, Chair

4/18/2019
Date

