

*AIRPORT ADVISORY BOARD MEETING
Cutter Aviation
Thursday, April 18 2019 (9:00 AM)*

Advisory Members – Present:

Jay Carrizales
Lee Truitt
Dr. Marie Lobo
Jim Maddox
Fred DeGuio

City Personnel and Guests:

Nyika Allen
Lisa Leyva
Peter Pierotti
Jonathan Small
Josh Castellano-Gonzalez
Jane Lucero
Dustin Danflous
Janet Aranda

Advisory Members-

*Absent: William Ferguson,
Anthony Gallegos*

Danny Trieff (Tour)
Brett Shank, WSP
LTC Kit Flanders?

- I. Call to Order: Jay Carrizales called the meeting to order at 9:00 a.m.
- II. Changes/Additions to Agenda: Add Electricity Update
- III. Approval of March 21, 2019 Airport Advisory Board Meeting Minutes: Jay Carrizales requested a motion to accept the minutes, Marie Lobo motion to pass, Jim Maddox second, passed unanimously
- IV. Reports
 - Finance ~ Josh Castellano-Gonzalez*
 - ➔ Middle of Budget process
 - ➔ Responses to questions due to City Council Monday (5/22/19)
 - ➔ Annual Airlines Affair 6/12, PFC#6-trying to combine letter; out early May
 - ➔ PFC = Passenger Facility Charge
 - ➔ Award new IPS – Security contract – Secure Toss (Critical Infrastructure Services)
 - *Finalizing contract, no protests,*
 - *Level 3 security = armed guards; Level 1 = walk around terminal*
 - *Lower hourly rate*
 - ➔ *Parking – adding more pay stations that accept cash*
 - *On-line portal*
 - *Fast-pass lane*
 - *Possible mobile app*
 - *Start design painting project in garage*
 - *Color coded*
 - *New signage to match what is in terminal*
 - ➔ Expenses – Every division within budget
 - *Exception – Police, who are main drivers due to mandatory OT*
 - *Protected by revenue diversion – extra transfer to capital fund at end of year*
 - *If we make extra, we keep or sometimes credited to airlines*
 - *Longevity wages set by Budget, floating target*
 - *Focus on total salaries*
 - ➔ Next phase after response to City Council questions is Nyika meets with Sarita, CAO
 - ➔ 5/2/19 Committee of Whole – Present to City Council
 - ➔ Final Vote – scheduled for Monday before Memorial Day (5/22/19)
 - ➔ July 1, 2019 new budget year
 - ➔ Yearend settlement (YES) reconciles expenses
 - *Based off budget now, rates, charges projected*
 - *Not 100% perfect*
 - *YES last year \$2.3 million; year before \$4 million*
 - ➔ Nyika informed AAB that Josh had been awarded the Business First "40 under 40 award"

Business Development ~ Lisa Leyva

- DEII & ACE – working leads and with Economic Development to talk incentives
 - *Answers soon*
 - *Other options – building standpoint*
- Attending Air Service next week
- Attending JumpStart in June
- NYC
- Consultant in town last week, worked on presentation
- Alaska moving location 6/4/19
 - *Near Jet Blue*
 - *Option to grow and expand partnership*
 - *Bringing back San Francisco Flight 6/2019*
- Advertising RFP
 - *Finished Adhoc, walk thru*
 - *ID'd spaces*
 - *To Council after vacation (July)*
 - *Ahead of schedule*
- Concessionaire meeting last week, individual meetings this week
 - *In process of completing documents for contractual obligations*
- Lisa will be attending NM Aviation Conference 5/8-10/19
 - *Will be speaking on Social media at airports*
- Fred DeGuio asked about Taos Air. Lisa advised we are in talks with them
 - *Taos Ski owns mountain and aircraft*

Public Relations – Jonathan Small

- Group of the year awarded to Sunport Volunteers
 - *Recognized by Mayor Tim Keller*
 - *Internal celebration lunch*
- Website updates in process
- Terminal maps
- Promoting digital Austin routes
- Changes to Sunport Serenades
 - *How to select bands*
 - *How we schedule*
 - *Possibly performing behind security*
- 5/23/19, 12-3pm - World Diversity Day
 - *In conjunction with Airlines*
 - *Booths, entertainment*
- National Senior games broke record for participants
 - *Over 12,000 participants*
 - *20,000 spectators*
 - *Video and signage message (Mayor Keller)*
- Logistics planning Honor Flight- 5/5-7/19
 - *SWA donated tickets to Veterans*

Project Overview– Jim Hinde

- TTP discovering insulation issues
 - *Shooting for 6/28 completion*
- ECHO – subgrade prep, place concrete late month
- Starting F6 taxiway, runway 321
- Remote groundwater, end of month
- Meeting landscape project (\$2million), along Girard
- Federal TSP Station – alternative review
- FIS meeting CBP
- Finalize constituent feasibility study
- Post Security improvements (another year design)

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- ➔ Sunport I
 - 10 Tanker
 - CSF
 - Major upgrade, includes fire
- ➔ Pre-bid Administration remodel
 - 12 General Contractors showed up
- ➔ PIC Projects
 - Hot spots project 2&3
- ➔ Perimeter ramp
 - Last ramp replacement
- ➔ 8 & 12 threshold, issues various
- ➔ SRM scheduled 5/2
- ➔ Safety Risk Management
- ➔ Mobile Power Unit
 - Can power up aircraft
 - Last project – moved to attainment mode and do not qualify for grant

Operations – Jane Lucero

- ➔ Emergency exercise moved from 4/21 to 4/25 (next Thursday)
- ➔ 139 inspections last week
 - Two discrepancies (restriping, prairie dog mounds)
- ➔ Held Law Enforcement training last week
- ➔ This week celebrating tele communicator's week (hosted lunch, breakfast)
- ➔ Air Show 5/18
- ➔ ASP – meet next week

Reports/Updates/ ~ Nyika Allen

- ➔ Meetings with PNM (2 teams)
- ➔ PNM upgrades
 - Added protective devices
 - Identified second transformer
 - Reduces redundancy (backup systems, ensure working)
 - PNM responsible for paying upgrade
 - Heavier testing be conducted
 - Takes 8 weeks/12 hours/day
 - Airfield different lighting system than terminal
- ➔ Daniel Gonzales – Molzen-Corbin conducting tests
- ➔ FAA/ADA – Audit last week
- ➔ Jay – why emergency generator not working
 - Dependent upon sequence - #3 must come on first (#4 came on first during outage)
 - Two generators added
 - Added circuits for emergency
 - Looking at other protections
 - Same operating systems and generators

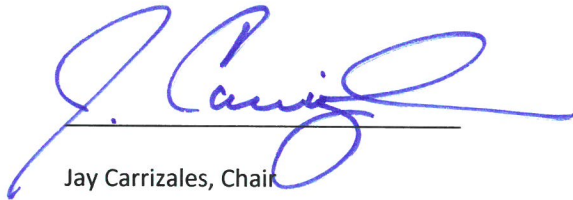
On-going Business – Jay Carrizales

- ➔ Phone charging stations – wiring considerations for this phase; throughout terminal
- ➔ Off-site parking – audit being finished
 - Moving forward
 - Requested documents
 - Concerns as to how customers being charged vs what is paid to us
 - Some anomalies
- ➔ Website updates – content to plan for overhaul and make adjustments
- ➔ EUL (Enhanced Use Lease)
 - Kirtland Business Park
 - Negotiating with Air Force
 - Moving slowly/no recent updates

New Business – Jay Carrizales

- ➔ Fred Deguio – 5/15/19 90th Anniversary for first flight out of Albuquerque
- ➔ Jet Blue anniversary 4 days from today (5/22/19)
- ➔ Lee Truitt – General Aviation Sub-committee
 - Lisa will set-up
 - Email Janet if you are interested
- ➔ Tour CBP (Danny Trieff)

Meeting adjourned 9:55 am



Jay Carrizales, Chair

5/16/2019
Date