

AIRPORT ADVISORY BOARD MEETING

Cutter Aviation

Thursday, June 20 2019 (9:00 AM)

Advisory Members – Present:

Lee Truitt
William Ferguson
Jim Maddox
Fred DeGuio
Marissa Elias
Anthony Gallegos

City Personnel and Guests:

Nyika Allen
Peter Pierotti
Jonathan Small
Josh Castellano-Gonzalez
Jane Lucero
Janet Aranda

Brett Shank, WSP

Malak Hakim

Advisory Members-Absent:

Jay Carrizales, Dr. Marie
Lobo,

- I. Call to Order: Lee Truitt called the meeting to order at 9:04 a.m.
- II. Changes/Additions to Agenda: No Changes to agenda; Jay Carrizales leave of absence. Lee filling in.
- III. Approval of May 16, 2019 Airport Advisory Board Meeting Minutes: Lee requested a motion to accept the minutes, Ferguson second, motion to pass, passed unanimously
- IV. Reports

Reports/Updates & Business Development ~ Nyika Allen

- Chihuahua inaugural flight event next Tuesday 6/25/19, 12pm
- Tickets to Isotopes game for board
- Lisa & Nyika attended Jumpstart, met with 9 airlines
- JetBlue & Allegiant meeting in October, 2019
- ACE – Good tracking operationally
- PNM – testing man holes and working on repairs
- Animal Wildlife training on Monday 6/24/19
- Airport Security coordinator resigned due to family illness
 - Will be reposting position
 - Jimmy Gunn filling in
- Exit lane corridor open next Monday
- Elevator B project doing well

Finance ~ Josh Castellano-Gonzalez

- Met with airlines re: rates and charges and went well
- PFC #6
- Facility maintenance 24 hours-brought up
 - Last flight 1am, first flight 3:45am (United)
 - 3:45 flight is accurate
 - 3:45 flight to San Francisco possibly a glitch
 - 3 flights before 3am
 - United complained that maintenance not here early enough
- Budget approved

Public Relations ~ Jonathan Small

- Airport rankings list (JD Power out in September)
- Rank #8 medium category
- Pet policy on website and sent to airlines
- Events in the press:
 - Sunport tours
 - Car Culture – good publicity, great public reception, 6 months on premises and will rotate at 3months
 - Honor Flight – 300-400 folks participated, great publicity; internal staff greeted
 - Prep for National Senior Games-influx of passengers

- Marketing team participating
- Prep for Chihuahua event in Great Hall; will have dance group, food, music, & press conference. Isotopes game to follow and will include Volaris sweepstakes; will get Board tickets
- ➔ AAB notice in the news; marketing out w/Sr games. Will not be an issue in the future.
- Lee – what are repercussions; Peter-open meetings act; larger concern is that we want public to meetings are being held; other boards mentioned Arts Board
- ➔ Will Ferguson – Ad space City buses; Jonathan-not part of City-wide campaign (separate contract); Jonathan will follow-up on how to access ad space.

Project Overview ~ Nyika Allen

- ➔ Concrete placement taxiway E
- ➔ Substantial completion F6 (July 1); Blade lights completion 9/19
- ➔ PNM-wildlife
- ➔ Prospective funds: infrastructure, water covering, breaks in certain areas
- ➔ PNM pays
- ➔ Added substation connection
- ➔ Will – Question regarding Kirtland Project – experimental reactor, powerline grid; Malak will follow-up

On-going Business ~ Lee Truitt

- ➔ No progress on sub-committees; when, if committee formed, Joe may gather info
- ➔ Has conducted informal meetings with stakeholders at DE
- ➔ Nyika- north ramp, condition of pavement (maybe Bode area)

New Business

- ➔ Off-site parking audit
- ➔ Peter – nothing earth shaking suggested by IA
 - Minor payment discrepancies
- ➔ Audit not performed for many years
- ➔ 2% fee collected; no charge on first \$100K; \$2K for each company for past 2-3 years
 - 20 years ago City Council indicated they wanted forgiveness (hence 2%fee)
- ➔ Applies to all companies who use commercial lanes
- ➔ Contract changes clarify issues for better audits in future
- ➔ Applies to all operators including international operators
- ➔ Currently some other services in parking lots don't necessarily come to airport (not clear if airport passengers)
- ➔ Will – can we make them have 2% line item fee for recommendations in new contract?
 - Peter – we can set the rules; we want to be reasonable; goal for folks to look at recommendations
- ➔ Peter - .20 cent fee as arm lifts upon entry; City audit of our operation; chided for not raising more than .20 cents
- ➔ Josh - \$235K per year
- ➔ Cost of audit \$40-50K (budgeted \$75K-cost came in under)
- ➔ Audit findings not significant enough for Board action
- ➔ City audit at end of year
- ➔ Jim – may want to increase over time
 - Peter – graduated makes sense, likely increase rate in parking structure
- ➔ Uber operate outside fee structure (lee)
 - Nyika - \$2/trip – Uber collects on our behalf
- ➔ Nyika instrumental in doubling fee
- ➔ Josh-we are looking in to software
- ➔ 276K trips Uber/Lyft this year
- ➔ Taxi's pay monthly operating fee
- ➔ General fund – about \$2million indirect overhead
 - 10.4% operating budget
- ➔ Parking rates 7/1/19 increase \$10 to \$12
- ➔ Updates to structure-refurbish
- ➔ Who goes through commercial gate: Taos, Casino shuttles
 - We are able to piggyback off Uber/Lyft apps

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- Fred – American MDBO aircraft retiring after 30+years
 - 9/1/19 leaving last day
 - Possible water canon salute
- Jim – tour “earned media”
 - How easy to fly internationally
 - Tuesday, Thursday 12:45
 - Aero-Mexico (Mexico City)
 - Restricted/no growth, controversy, limits us
 - \$70K spent on marketing (Guadalajara);
 - Didn’t give money
 - Other airlines @ JumpStart
- Volaris – no sticking power; legacies come in
- Folks from Chihuahua would be key-demand
- Skip July meeting

Meeting adjourned 10:03 am (motion Lee, 2nd Jim, passed unanimously)



Lee Truitt, Vice-Chair

15. Aug. 2019

Date

