

*AIRPORT ADVISORY BOARD MEETING  
Thursday, October 17, 2019 (9:00 AM)*

*Advisory Members – Present:*

Jay Carrizales  
Lee Truitt  
William Ferguson  
Jim Maddox  
Fred DeGuio  
Anthony Gallegos  
Dr Marie Lobo  
Marissa Elias  
Day Hochman-  
Vigil

*City Personnel and Guests:*

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

*Advisory Members- All present*

- I. Call to Order: Jay Carrizales called the meeting to order at 9:03 a.m.
- II. Changes/Additions to Agenda: None
- III. Approval of September 2019 Airport Advisory Board Meeting Minutes: Jay requested a motion to accept the minutes, second, motion passed
- IV. Reports

*Reports/Updates & Business Development ~ Lisa Leyva*

- ➔ Allegiant update
  - Invested \$330K marketing campaign here
  - Vegas & August flights – no concern
  - 90% certain announcement Jan/Feb underserved markets
  - Opportunity to test marketing – high volume (Balloon fiesta, Gathering of Nations)
  - Sent list of festivals (destination from other markets; leisure destination (seen as))
    - Day H – what kind of equipment
    - Fred D – Airbus 319, 320
    - Day H – Delta mad dog still here?
    - Fred D – every now and then
    - Marie – Airlines publicity – article in magazine
    - Lisa L – Business case; will talk to Economic Development
      - Attention: Burbank, CA (Netflix, NBC, Universal)
      - Anthony – Do we travel with Albuquerque Economic Development?
        - Lisa – yes, part of VIP weekend; however travel plans cross-over
- ➔ 11/7/19 AED Meeting and sight consultation
  - Number of opportunities, sub-lease space
  - Meeting Eclipse next week
    - Purpose to get understanding of operations
    - Continue to pay rent
    - Opportunity for shared space
    - Day H – Chapter 11?
      - Peter – bankruptcy outside counsel (primary investors from China)
        - Good to have a manufacturer at airport
- ➔ Fred D – Taos Air – managed by Advanced Air
  - Lisa L Netflix to Burbank – Netflix not authorized (3<sup>rd</sup> party booking agent)
    - Advanced & Netflix in talks; maybe more opportunities
    - Day H – are they not planning for use subsidies
      - Lisa L – does not know

*Finance ~ Josh Castellano-Gonzalez*

- Review Estimated Revenue FQ 7/29-9/19, Air Carrier/Operations Activity graph
- Quarterly PFCs behind 2 months
- Success story – parking revenue up 20% from last year; revenue 33% of budget
- Reviewed Expense Sheet; in-line budget 18.74% v budget; 14% operational; 17.05 % direct
- Bottom line \$20 million capital transfer (one time transfer July 2019)
  - Anomaly due to switch credit card – fees
  - Fiscal Agent –Policy change after budget approved caused changes in other services; will reflect for rest of year
    - Jay – is Mayor’s office aware of anomaly
    - Josh – City-wide issue; every department will have same anomaly and will discuss with Sanjay
    - Marie – is a footnote possible
      - Josh – yes
- Enplanement graph
  - .8% down passengers; 1.2% increase enplanements; 2.3% deplanements; 1.6% down FYTD
    - Factors – Frontiers
    - Lisa L – High hopes for October – Balloon Fiestas; four consecutive days 10K; highest day Sunday 12K
- Miscellaneous revenue - \$30K
  - Phyllis – includes electric rebate
  - Josh – Historically airlines given credit; won’t know until 6/20 FY

*Project Overview ~ Hartwell Briggs*

- Lisa Leyva – introduces Hartwell, taking Jim Hinde’s place for TIP project
- Construction projects:
  - TIP completion day 11/2019 (\$29-30 million project); \$3 million change order costs (built in-not new costs); waiting on blade lights (specialty item); problem with previous contractor and supply chain (wrong lights ordered initially)
    - 11/29/19 finish date; contractor assures fixtures from distributor by end of October 2019
    - Peter P – claim handled by Flynco
      - Bonding company paid for new contract (about one year ago)
      - Bond called on and performed
      - Will F – penalty/cost?
        - Peter – Atlas = no; our contract with Flynco still in works and still in place
        - Hartwell – clauses built in to contract
        - Peter –waiting for completion

*Public Relations ~ Jonathan Small*

- Positive press
- Enchanted Voyage art install
- Press new kiosk parking in baggage claim area - payment option
- Ungauged and clean-up prep for Balloon fiestas
- Interview KOAT – Sunport keep up with traffic
- Promotion with Lyft (new users \$5 off first ride)
  - Banner by Lyft
- Jingle Ball Sweepstakes – Concert Miami
  - One winner plus guest expense paid trip
  - Longer sign-up period than last time
- Accolades – Best of City “Albuquerque The Magazine”
  - Have won in past in other categories besides “best airport”
- “Art Desk” featured as top nine (9) airport in the world

- ➔ Accolades “Best of the City Aware” by Albuquerque the Magazine
  - Published early November
    - Push local media outlets
    - Lisa L – looking in to pushing Travelocity sites
- ➔ Lowrider Event in early November
- ➔ Lisa L Leveraging Travelocity
- ➔ Proactive next calendar year
- ➔ Jay – Signs in parking lot for “pay before leaving”
  - Signs not clear
  - Lisa L will get better messaging; social media; educate customers
    - Time starts right when you pull ticket at kiosk
- ➔ Lisa – Fly Direct Connectivity; Gateway to the World
  - Jim M – BWI adds 45 min
  - Lisa L – site selection consultant
    - Flight Connectivity campaign
    - Fly Direct campaign
  - Anthony – do we partner with State
    - Lisa L – NM True Campaign – we can fly to airport, but limited on what to say about that city
    - 10/24 – How to start joint marketing campaign

#### *Operations ~ Jane Lucero*

- ➔ Balloon fiesta update – one (1) balloon on airfield
- ➔ Prep for winter - Restriping taxiways
- ➔ De-icing equipment
  - Airlines do actual de-icing
  - We are stocked up on supplies and equipment operators
- ➔ Airfield clean-up
- ➔ Electrical fire yesterday (ops stepped up)
  - Kirtland handled call out
  - Day H – how much notice was given to ops?
  - Jane – 10 minutes,
    - Bode not able to figure the reason

#### *On-going Business*


- ➔ Lee Truitt – Joe Grasso meeting with Bode Aviation
  - Presented issues they want to present to Aviation
- ➔ General Aviation Sub-committee meeting in November before Airport Advisory Board
  - Lee will get with Joe Grasso
  - Peter – have contract that merges over time
  - Lee T – Bode mentioned cosmetic condition of ramp
    - Jane – has to do with leased area, renegotiated lease
    - DEII will eventually be under Jane
- ➔ Lee will call formal General Aviation (GA) meeting
  - Marie – Add them (Bode) to agenda

#### *New Business*

- ➔ Peter P – Revenue sharing agreement
  - Off airport parking – biggest contributor
  - Review revenue every 2-3 years
  - \$100K income offset will go away
  - Smaller operators never paid—will now pay\

- Josh – working on scope
  - Rates & Charges
  - Need Council approval
  - Marie L – Infrequent operator?
    - Peter (UNM example) - occasional

Meeting adjourned 10:08 am (motion, 2<sup>nd</sup>, passed)

 11/21/2019

Jay Carrizales, Chair

Date