



*AIRPORT ADVISORY BOARD MEETING
Thursday, August 20, 2020 (9:00 AM)
Via Zoom Conferencing
Minutes*

Advisory Members - Present

*Jay Carrizales
Jim Maddox
Fred DeGuio
William Ferguson
Dr. Marie Lobo
Marissa Elias
Lee Truitt*

Advisory Members Absent:

*Day Hochman-Vigil
Anthony Gallegos*

City Personnel & Guests

*Nyika Allen
Richard McCurley
Steve Petty
Peter Pierotti
Josh Castellano-Gonzalez
Phyllis Keller
Hartwell Briggs
Lisa Leyva
Jonathan Small
Kendrick Dane
Lynn Parras (minutes)*

- I. Call to Order Jay Carrizales, Chair 9:03 am
- II. Changes/Additions to Agenda Jay Carrizales, Chair - None
- III. Approval of July 16, 2020 Board Meeting Minutes ~ Jay Carrizales, Chair
 - Emailed minutes to Board for review and approval 8/19/2020 – no edits offered
 - Jim motion to approve as circulated; Fred 2nd motion; approved unanimously
- IV. Reports
 - Reports/Updates & Business Development ~ Director Nyika Allen
 - BBER Economic Impact Report has been forwarded to all Board Members. Keep information in confidence until Nyika gives the Board Member permission to open to the public.
 - New landscape project on Girard is done
 - Jetbridge B1 the first Jetbridge to be refurbished
 - Did the project come in on budget?
 - Portion of the Jetbridge will be remodeled by Sunport Staff
 - JBT is doing the refurbish of the B1 Jetbridge
 - If anyone would like a tour of B1 Jetbridge let Nyika know
 - City Council
 - CBT
 - SMPC-Air Cargo Building
 - Jay – ACE non-disclosure progress is being made



- Deputy Director Richard McCurley (Landside)
 - EAM/CMMS
 - Progressing very well
 - Need to look at SOP
 - In-Line Baggage
 - Progress for the new in-line baggage system for departures is proceeding.
 - Jay-Will there be an operational test and evaluation of the new system before finally switching to the new system?
 - Richard-Yes, since the operational test is new required before getting TSA approval to switch systems.
- Deputy Director Steven Petty (Airside)
 - Avian Radar Grant
 - Kirtland did not get selected by the board but will continue working with the Kirtland partnership committee
 - Everbridge
 - Going live next week with Aviation
 - Taxiway E, Phase B
 - Received the grant from FAA this week, project on schedule
 - Part 139 Inspection
 - Pushed out until September 2020
 - Security Project
 - On schedule for completion in 1st quarter of 2021 and may be pushed out further
- Finance ~ Josh Castellano-Gonzalez
 - Phyllis Keller is retiring at the end of September. Her replacement is Joseph Cohen from the City.
 - The Parking Manager is out on indefinite FMLA
 - CARES first draw working with WAJ
 - Started the FY21 budget
- Project Overview ~ Hartwell Briggs
 - Tip
 - Punch list items nearing completion
 - Roadway striping will begin Monday, August 24th
 - Flintco will hire new signage subcontractor to make punch list repairs to signage
 - Girard Park
 - Complete
 - Air Cargo
 - Slab replacement at Matheson complete
 - GA Area
 - Sunport 1 tenant improvements in progress for CSI
 - National Weather Service lease building



- Tenant improvements design complete
- Parking Structure
 - Structural Assessment by FBT Architects complete
 - Waiting for cost estimate
 - Minor structural repairs will be done
- PNM
 - Has completed installation of new switches that will quickly switch from the primary feed to the secondary feed in the event that power from the primary feed is lost. This switch-over will take seconds or a couple of minutes to occur, as opposed to hours that it would take previously.
- Operations Overview ~ Jane Lucero
 - Out
- Business Development ~ Lisa Leyva
 - Air service update
 - Business Development update
- Public Relations ~ Jonathan Small
 - New website update
 - Jay-Give us a heads up when it goes live.
 - Jay-Can the board get a link to the beta.
 - Intent to Travel Survey
 - I will send links for the above two items once they're ready.
 - Marie-Send a link to the survey
 - Potential new art exhibits
 - We will reach out to appropriate reps who may want to collaborate on a Hot Air Balloon Exhibit for next year.
 - Fred-Low Riders, no new exhibit at this time.
 - Jonathan-Waiting until we have more passengers
 - Marie-How long does it take to put together a display?
 - Lisa-Aviation will be taking over ownership of the Art projects, Doug can work with the Balloon Fiesta to do a display.
 - Fred-Will the clock come back?
 - Jonathan-We do not have an update on the clocks at this time.

V. On-Going Business

- Remove General Aviation Sub-committee (GAS)
- Photoshoot AAB – rescheduled
 - Marie suggested a Zoom photo

VI. New Business: Inline baggage system

VII. Visitors Comments/Questions



RECEIVED
AIRPORT DEPT

2020 SEP 21 AM 8:45

VIII. Next Meeting Date: - September 17, 2020, 9:00 am ~ TBD

Move adjournment 9:56 am

- Motion Jim; 2nd Marie; passed


Jay Carrizales, Chair

9/17/2020
Date



Nyika Allen is inviting you to a scheduled Zoom meeting.

Topic: Airport Advisory Board

Time: Jul 16, 2020 09:00 AM Mountain Time (US and Canada)

Every month on the Third Thu, until Dec 17, 2020, 6 occurrence(s)

Jul 16, 2020 09:00 AM

Aug 20, 2020 09:00 AM

Sep 17, 2020 09:00 AM

Oct 15, 2020 09:00 AM

Nov 19, 2020 09:00 AM

Please download and import the following iCalendar (.ics) files to your calendar system.

Monthly:

https://cabq.zoom.us/meeting/tJlucGqrzgjHtEZQRiVN11OfYiTZUYBZOoN/ics?icsToken=98tyKuCurT0iGNWWuR2CRowAA4_oWerzmHZEgrd4pi7XChZ9M1LZMNtLBohKKfrq

Join Zoom Meeting

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