



Airport Advisory Board Meeting
Thursday, October 15, 2020, 9:00 am
Via Zoom – info page 2

MINUTES

Advisory Members - Present

Jay Carrizales
Jim Maddox
Fred DeGuio
William Ferguson
Dr. Marie Lobo
Marissa Elias
Anthony Gallegos

Advisory Board Members - Absent

Day-Hochman-Vigil
Lee Truitt

City Personnel & Guests

Nyika Allen
Richard McCurley
Steve Petty
Peter Pierotti
Josh Castellano-Gonzalez
Chris Albrecht
Hartwell Briggs
Lisa Leyva
Jonathan Small
Jane Lucero
Janet Aranda
Joseph Burke

Jessi Rowden
Tim Gorman
Maria Held
Mayor Tim Keller
Aaron Nieto

- I. Call to Order Jay Carrizales, Chair – 9:03 am
- II. Changes/Additions to Agenda Jay Carrizales, Chair
 - We may be expecting a guest and will stop at that point to allow for guest to speak; no other changes
- III. Approval of September 17, 2020 Board Meeting Minutes ~ Jay Carrizales, Chair
 - Motion to approve by Marie, 2nd Anthony; all in favor; no opposed; approved as circulated
- IV. Reports
 - Reports/Updates & Business Development ~ Director Nyika Allen
 - 7-day average passenger enplanement passengers 2816; 74.54% down as compared to normal year; moving up slowly
 - Deputy Director Richard McCurley (Landside)
 - Update Enterprise Assessment Management System
 - consultant completed interviews; and drafting SOP to standardize procedures, maintenance management, corrective actions
 - Working to benchmark comparable airports in efforts to identify systems we may or may not want to go out with phase 2, includes current system
 - 40% completed; target mid-January to identification system we may go with moving forward; procurement if needed



- CIP drafting Project Management Handbook
 - Working with team members and consultant
 - Training to utilize Microsoft Project Management System
 - Project template; Microsoft project
 - Team will draft schedule to gain idea of processes such as planning, design, construction, and will obtain a target time-line and, ultimately, reach a monument
- Tenant Project
 - Construction change to properties and develop process
 - Website access for vendors to obtain and submit documents
 - Allows for review and place back into portal; work activity notification process once approved for construction
 - Once approved for construction; submit activity notification to capture if affect Ops at airport, utilities airport systems
- COVID Disinfecting robots
 - August - beta testing went on 70% performance rating
 - September 95%; October 100%; last 20 days
 - Looks at contracts doing 200K sq. feet airport disinfecting; random sampling testing conducted when first started (swab and petri dish); new data reflects minimal to no growth in petri dishes; over 99% affective kill rate; occurs at night; combating COVID
 - Jay - clarify performance rating; Richard: 1) doing the job and getting product out there 2) sampling is done separately
 - Jay do we have our separate spot checks (do our own sampling)
 - Richard – number for performance is received from our team; actual performance from our team; sampling done from company; consultant or test lab; not on board to do our own testing
 - Marie – Sounds like no reliability check; when are swabs taken in relationship to when spraying is done?
 - Richard - before and after, randomly, every two weeks; seeing slight to minimum growth; we don't see a large growth in petri dishes (minimal to slight); after testing is negligible or slight;
 - Marie were robots developed specifically for airport
 - Richard - concept brought to us by Build with Robots; went through beta testing; fogging with CDC approved product; they had base similar to iRobot; programming was done in development with use;
 - Nyika two companies partnered: 1) Fetch Robotics (CA), create the base, 2) Build with Robots from Albuquerque, new company, we are one of their first clients.
 - These robots not built just for airports; applicable for use in any



- large building (airports, schools, etc.)
- They have to track the airport and get building maps so it is specific to our airport
- With regard to the petri dishes, it is important that we are not seeing growth in dish; creates statistically significant lower growth in airport.
- Marie if we are part of development, we need article (media)
 - Nyika – Have had national coverage (articles) - Lisa or Jonathan have sent out
 - Jonathan have had impressive coverage; recently in Fast Co and every local station and journal and national news stations
- Anthony – How many robots?
Nyika – 1 per floor; Richard #4; 2 on 3rd level
- Deputy Director Steven Petty (Airside)
 - Everbridge notification system up and running; caveat in process of issuing new badges for security system; once badges issued, then Everbridge completed for entire Aviation; test first of November; currently working well.
 - Badges Security project still on schedule for 1Q21; cutting doors and cameras; #500 cameras turned over; burn time on system; up and running; testing Dec or Jan
 - 2nd KPC meeting on Tuesday; working with committee to make sure Kirtland partnership up and running; listening to their needs and in efforts to help in future.
- Finance ~ Josh Castellano-Gonzalez
 - Grants; CARES; first quarter draw; waiting for payroll to get full 1Q20 expenses; \$19.5million; West Apron Grants; TSA grants; getting close to \$30 million in federal money; important for us; #s getting better; money not coming in as planned
 - ZEV grant by Environmental team; electric bus bid released; info next meeting; will take 18 months to get buses; will know who got awarded
 - RAC up for bid; working with our consultants for 6-7 months to prep for bid; recently worked with 1) Purchasing downtown, 2) LAX attorneys met with our Chief Procurement Officer, who is also an attorney; they shared how they ran their bid which is a two-phased approach: 1) ask for qualifications based on a list of qualifications; take all interested and verify qualifications, 2) phase two if more companies than space; annual guarantee rents
- Operations Overview ~ Jane Lucero



- Echo grant phase B; met Tuesday; project starting in January; hoping to get done by end of May; includes 30 closure with airlines
- Working with inspection 139 reviews
- Fred when is 8-26 closed; Jane - depends on contracts schedule 30-day cluster, February 2021
- Project Overview ~ Hartwell Briggs
 - Spirit Drive Project; GA parking lot and weather service area; drive in lane; bid 10/20/20; start project first of next year (January 2021)
 - Design finalizing contract for Concessions Projects; relocate TSA checkpoint and remodel new concept for concessions areas; to generate more revenue on secure side where folks spend more time
- Design work for cargo facility; kicking off; contract within 2 months;

Special Guest – Mayor Tim Keller joining meeting

- Tim Keller – one of my goals is to attend each of our Board meetings once a year to say thank you. This Board is important.
- Airport staff has come a long way dealing with all thing's "corona" including kids online learning; thank you and I appreciate this board; staff does a good job; hope to hang out at airport
- Business Development ~ Lisa Leyva
 - New person at Allegiant; looks as though bookings are 8 days out; shows how people starting to book flights; last weekend Vegas load factor 80%; haven't cancelled Austin for mid-November; may come back Tuesday and Thursday starting 11/23 (related to Thanksgiving)
 - JetBlue still going; exciting mid-day; dependent on quarantine
 - Fred – good news about Austin flight; slower time
 - American dropping Chicago flight 11/4
 - Frontier, after 11/2, only running on holidays, Thanksgiving and Christmas
 - Southwest show 5 cities Dallas, Denver, Chicago Phoenix, Las Vegas Thanksgiving and Christmas non-stops; good for holidays; looking at big slow down this winter
 - Lisa interesting Southwest adding 2 airports to portfolio; Lisa staying in communications with partners to learn how to support routes in responsible manner; staying abreast of Governor's orders; cognizant of what is going on in NM
 - Fred - on freighter side; Laredo TX freighter coming in; Lisa maybe CBP or Atlantic; Jessi it's a Cutter flight and will continue for 2-3 weeks; quote "Seasonal"; not sure what that means; doing car parts; in from MX to here, repackaged and on to Detroit; kept us hopping with 2am flights
 - Jay - when did flights starts, no forewarning
 - Jessi - Royal Air freight; IFL out of Mexico runs metro liners; customs hit in Laredo; then here; initial stop somewhere else; customs not available 24/7 in ABQ



- Due to COVID, we figured a way to bring advertising concession in-house; Marketing team now has a media kit and price structure and contract in place and secured with UNM and Frank Frost
 - Able to use assets we have in airport; not going to procure anything at this time; had 10 companies interested in advertising; prior 50/50 split; now 100; huge potential for airport
 - Nyika huge kudos to putting in hours to get this done, (Legal; IT, Marketing); unique if we run own advertising program; big step and a lot of work; Great Job!
- Public Relations ~ Jonathan Small
 - Recently received results this years JD Powers customer satisfaction; came in as 4th best medium size airport in north America; #10 top in previous two years; from #9 to #4;
 - testament of what customers experience; based on direct customer feedback; travelers experience and testimonials; positive media coverage
 - Coverage on Film Kiosk, website, intent to travel survey; increased travel numbers and routes returning
 - National coverage with the industry publication, ACIs Centerlines, which is the largest aviation organization in the world.
 - Wrapping up intent to travel survey; received over #650 responses statewide
 - Compiling data and will produce report to summarize results; will be able to present next meeting
 - New addition to public art program; new piece on Sunport Blvd; on one of large concrete walls visible from in/out going traffic; 50 feet long; stands out against wall; modeled after 1950s postcard; press release today or tomorrow
 - Lisa huge shout out to Marketing team; doing beautiful work: graphics advertising; recovery messaging; earned media national and local level; keeping beauty of Sunport
 - Jay based on Jonathan's input; all of airport Staff; moving up #5 spots in one year; great job!

V. On-Going Business

- Photoshoot AAB – pending
- Inline baggage system – update; Nyika; we are moving forward meeting with 10/20; in process of building presentation; hopefully add to next months meeting
- Nyika intro Aviation Commander Joe Burke
 - Joe Burke - comes from Criminal Investigation Division; Chief Medina's changes; happy to come to airport; background community policing and outreach; intro at airport; see what police services and resources to enhance community policing

VI. New Business: Jessi (Cutter)

- General aviation numbers looking fantastic; September up year over year; have been hopping
- Great news yesterday: Lobo charter at end of month; charter season supplements this side of business when things slow down; factional one-off charter; smaller 135 biz; good news



- Fred do we have NM Bowl update on charters
 - Jessi not sure; as of yesterday, Lobo charter requires incoming / outgoing; if bussed don't see charters; have not heard anything of NM bowls; last week heard week before 267 that showed up for a week
 - Marie - is there any idea how may people allowed in at NM bowl; flights might be much less depending on how many people can gather
 - Jessi for charters that fly in, it's team and staff and go thru vigorous testing; for bowl everyone comes in; games without audience; no spectators; even if just teams, that's good

VII. Visitors Comments/Questions –

- Peter capitalize on everything at this time, peter everyone doing great job
- Saad Ilyas; P&C consulting; look forward to meeting when pandemic over
- Maria Nicole Held part of Women in Aviation; just listening in; appreciate being part of meeting today
- Aaron Nieto -listening with Mayor Keller
- Tim Gorman of Bode – at DEII doing well similar to Jessi; have few projects going on; working on some remodels; exciting and moving forward

VIII. Motion to adjourn Jim, 2nd Marie; approved 9:59am

IX. Next Meeting Date: - November 19, 2020 ~ TBD

DocuSigned by:

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Lee Truitt, Vice-Chair

11/30/2020 | 8:57 AM MST

Date



Nyika Allen is inviting you to a scheduled Zoom meeting.

Topic: Airport Advisory Board

Time: Sep 17, 2020 09:00 AM Mountain Time (US and Canada)

Every month on the Third Thu, until Nov 19, 2020, 3 occurrence(s)

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/tJluceGqrzgjHtEZQRiVN11OfYiTZUYBZOoN/ics?icsToken=98tyKuCurT0iGNWWuR2CRowAA4_oWerzmHZEgrd4pi7XChZ9M1LZMNtLBohKKfrq

Join Zoom Meeting

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