



**MEETING FACILITATED VIA ZOOM
DUE TO COVID-19**

**Airport Advisory Board Meeting
Thursday, January 21, 9:00 am
Zoom info below**

MINUTES

Advisory Members - Present

*Jay Carrizales, Chair
Jim Maddox
Marissa Elias
Fred DeGuio
Dr Marie Lobo
Anthony Gallegos*

William Ferguson

Advisory Board Members - Absent

*Day Hochman-Vigil
Lee Truitt, Vice-chair*

City Personnel & Guests

*Nyika Allen
Richard McCurley
Steve Petty
Hartwell Briggs
Chris Albrecht
Rachel Harding*

*Peter Pierotti
Stephanie Kitts
Lisa Leyva
Jonathan Small
Commander Joe Burke*

Janet Aranda

Guests

*Todd Fridley
Omni Warner
Sherrick Roanhorse
John Williamson
Steve Marruffo
Tim Gorman
Marie Held
Phillip Jurgensen
Jarrod Parker
James (KAFB)*

- I. Call to Order Jay Carrizales, Chair; 0902 call to order
- II. Changes/Additions to Agenda Jay Carrizales, Chair
 - Orion Aerospace Group clarification
 - Unmanned Aerial Systems (UAS)
- III. Approval of November 19, 2020 Board Meeting Minutes ~ Jay Carrizales, Chair
 - Marie approval as circulated; second Marissa; approved
- IV. Reports
 - Reports/Updates & Business Development ~ Director Nyika Allen
 - Welcome Janet Cunningham-Stephens, Kirtland Community Planner
 - PNM Power outage update @ Sunport 12/21/20t; Intros @ PNM
 - Todd Fridley, VP of NM Operations-will discuss PNM side (screenshare) – discuss what is being done for utility power;



- conducting enhancements over past 2 years; recognize issue and working through number of enhancements; this is top priority; endeavor to work through redundancy; what precipitated outage; crux PNM transformer that failed
- 12/17 - Dalkia (City Contractor) troubleshooting area lighting outages & working on lights on Sunport property
 - PNM crews responded to trouble call at Sunport; PNM crews verified transformer voltage and no apparent issues. PNM confirmed transformer good.
 - 12/21 – Dalkia re-installed lighting fusing, PNM transformer caught fire; not sure of extent of cause; typically don't fail randomly; PNM transformer caused both PNM distribution circuits supplying utility power to Sunport to open. This place Sunport facilities relying upon on-site backup generation; this transformer feeds noncritical loads; tied to underground distribution circuits; both circuits out at same time; PNM conducted underground circuit; this occurred a couple years earlier
 - PNM crews isolated faulted transformer and began underground distribution circuit inspection for the entire Sunport facility, including all switches and transformers
 - PNM crews identified cable termination damage in two separate manholes
 - PNM crews completed repairs to cable terminations
 - PNM distribution circuits placed back into service restoring utility power at Sunport @ 2237 hrs
 - In-Progress System Enhancements
 - Phase II – Progress on additional work to reconfigure remaining non-critical loads from connection to PNM's underground distribution feeders serving Sunport facilities
 - Area lighting for Sunport PNM transformer – Anticipated completion February 2021
 - Rental Car Agency Facility PNM Transformer – Anticipated completion February 2021
 - Sheraton Hotel PNM Transformer – Anticipated completion February 2021
 - Multiple non-critical Sunport loads on southwest property – Anticipated improvements Q1 2021
 - In-Progress System Enhancements
 - Phase 1 – Replaced underground distribution feeder cables to Albuquerque International Sunport (17500 feet of cable installed, new terminations, energized, and in-service)
 - Phase II – Replace all legacy switchgear equipment with modernized auto transfer switchgears
 - 7 new switchgears are currently installed and commissioned providing resiliency and increased reliability to the Sunport electrical distribution system



- Phase III – Sagebrush Substation Design
 - Substation configuration design is being finalized
 - Scale and scope being directly impacted by the Orion Project as an anticipated major new load on the Sunport property
 - Anticipated in-service Q2 2022
 - Phase III – significant investment; high voltage substation; improved resiliency out of PNM substation; helps with transmissions impacts or loss of transformer; more robust; multiple transmission feeds and distribution transformer feeding separate circuits; multi-million project; project next year (Q2 2022); more robust utility power on the sight
 - Phase II – recognized four additional loads need to be moved and reconfigured and placed into switchgear; will provide protection of what occurred in this case; traditionally do not catastrophically fail; should occur within next couple months; bottom bullet “multiple non-critical Sunport loads on SW property;
 - Goal to provide more robust system; working on this for past couple years; has received a lot of support from Nyika and her team; substation part will come later and will provide separate connections to feeders;
- Q&A
- Jay are we going to have two substations to provide Sunport?
 - Todd - A new massive substation with multiple breakers; will have two separation connections to grid and two feeders; substation itself is a massive configuration with distance between components; providing two feeds is much more resilient then same substation; two substations are most resilient; separate feeders are on separate transformers; Nyika - it is essentially two substations in one space
 - Jay - When will we know why transformer station blew? Todd - at time of failure contractor out there; but not sure why it failed; gamut of range of options is that the transformer had an internal fault that failed; still conducting our root cause; we are still attempting to compile additional info from contractor.
- Marie do we know if correct fuse was used?
 - Todd - The fuse we have was proper; there is protection on secondary side; it’s hard to tell what actually caused the failure; possibly that it was so close to substation; not sure why transformer did not clear itself; we do not see this very often; still under investigation.
- Jay – new Sagebrush substation design, virtually has two separate areas for power generation?
 - Todd - Yes, two separation connections to the substation. Jay - Will each power point have at least two pathways to airport; Todd: Yes, will have two feeder expressed; some loads will be moved off after conversion; will still have



power from two separate feeders; at point of connection to substation; two feeds into airport, but back at substation two-three configurations; Jay anywhere in scheme is there any point we are down to one source of power into airport? Todd - no single point of failure with new substation; very much part of what we are doing and one of the biggest substations in the city.

- Anthony – it's a new massive substation, how big is it:
 - Todd - it's acres, we are buying property 7-10 acres; equipment spread across footprint; substation, transformer costs millions of dollars; equipment & high voltage breakers takes a lot of space; high voltage breakers; #15, 115 kv breakers in the station; scale of this one larger than what is typical around the city. Orion load creating massive build outs; Orion load not usual commercial building; load with Orion is 15-20 times bigger than what is put in with that type of footprint.
 - Jay - Estimation we had aging infrastructure back to 80's, do we have plan to replace infrastructure?
 - Todd - Completed in first two phases; will take a look at those and look at changing out on all the loads; all of the distribution cable underground and terminations cables, and switchgears main components have been changed out; Jay are we going to change out in future? Todd those components last at least a couple decades; will conduct ongoing maintenance; switchgears last at least 15-20 years; not expecting future problems; Nyika thanks for PNM presentation.
 - Omni Warner, Director Distribution Engineering
 - Sherrick Roanhorse, Local Government & Community Coordinator
 - John Williamson, Strategic Account Manager
- Discuss Board member notification process – Nyika; appreciate Board members and they play critical role for us. My first and number one priority in a catastrophic situation is safety and security and that takes my attention for a couple of days and is critical for us to move forward; happy to discuss communication in this type of event and your expectation; can commit to a letter within five business days so I can have full picture, as it involves several parties.
 - Q&A
 - Marie – would like heads-up of the event as I received inquiries; Nyika I can work with Janet Aranda to send an emergency email to board.
 - Jay – priorities right on the money; if we have folks in Ops Center aware and have Ops center have protocol to send out to Board, as to take off your plate. Nyika operations center is the most overwhelmed and don't want to task with anything else; we can come up with proper procedure to develop.



- Fred - appreciate you addressing situation with Todd; a few years ago, massive outage in Rio Rancho, they determined a raccoon caused. Nyika will look into that.
- Nyika - we have been working with PNM to make assessments with infrastructure and avoid redundancy. When I came to airport, I realized early on no management system exists for overall enterprise assessments, assets, electrical, water, large systems, etc. Ideally this is done when facility is built, to track and maintain. This is a monumental lift, but we are starting this from scratch. The Enterprise Management System is currently be completed to have engineering system to tag our assets and the hierarchy, so that we can track assets as a whole vs just replacing; no system originally put in place for millions of dollars of equipment; lifespan to put in process before catastrophic failure.
 - James (Kirtland); the Air Force has been doing this for a decade; if you need advice of discussion, we are open, Nyika - yes, we have a Consultant in final stages to discuss this.
- Nyika - Emergency backup systems; our backup systems had not been built to carry entire Sunport load; we have been conducting assessments over last year and changing philosophy; it wasn't meant to carry the load; currently have tenants who maintained on their own; currently we researched and working with airlines to assess what they need to be on backup generation to keep moving the airport forward in the event of outage; have been working with multiple companies; will be purchasing generators to carry entire Sunport load; Richard M is primary on this project.
 - Jay - How long will the generators last; Nyika diesel natural gas or diesel work with emergency generators; allowed 400 hours a year; we can look at extending; we haven't had a situation like this; PNM usually has operating within 24 hours
 - Jay how many generators to run airport; Nyika right now #4 to run terminal building; now in final stages looking to upgrade capacity but will be larger and more powerful; working with PNM (John) to determine final load; each of our partners is currently trying to provide load to compile into final
 - Jay - As the generators are running, can we hot fuel while running? Richard M - Yes, but also have a separate tank to fuel and have 24-hour capacity
 - Jay - What is Orion going to do with backup; Nyika - Orion will have to have their own backup and will discuss with them.
- Nyika power and economic issues majority of my time
- Deputy Director Richard McCurley (Landside)
 - Tie in Enterprise Asset Management and Computer Management System; life cycle of assets; critical topic; important that we will have the package put together within a couple months; installation within June-July; fully operational by end of year; a lot of inspections and data entry; Nyika in addition, will have to hire a full-time person to handle system and maintenance; will have a person assigned to this role.
- Deputy Director Steven Petty (Airside)
 - Still on track to complete Security project 1Q 2021, update next meeting



- Jane absent – Steve P reporting - Ops; Taxiway Echo project has started; runway closure delay A26; not closed yet
- Two new Operations employees started this week
- UAS – we saw the FAA directive in January; and heard about in Dec. We typically work with FAA; must have a license to operate a drone; we keep in contact with FAA; if Kirtland decides to have a wing of UAS, we will be in contact; currently if folks want to operate a UAS, need a license
 - Jay - announcement referred commercial drone operations in rural area; have we an understanding with our airport districts office, what does that mean to us; how close do they come to our airspace? Steve - within 5 mi circumference not approved ; rural is farm areas and away from airport; must file a version of a flight plan with the FAA
- Finance ~ Josh Castellano-Gonzalez
 - We just seeing our shuttle bus RFP this week; \$3.5 million dollars a year; paid for by CFS (customer facility charges); we have technical review next week of budget submitted; 10% operating cut and trying to hold expenses down; stimulus front – we got a new stimulus bill next month; still don't know amount; received guidance on operating budget, salaries, supplies; restrictions on capital, should be COVID related; communication systems, we might have expenses soon and would qualify
- Operations Overview ~ Jane Lucero – Steve Petty update
- Project Overview ~ Hartwell Briggs
 - We have design projects coming on board
 - Spirit Drive and GA construction project kickoff mid-February; first phase, close off Spirit Drive off University to Eclipse, Sunport 1 -2 will access to Clark Car, will not have access issues
 - Contract with sign professional for Concessions Project; moving into design phase; first phase is moving checkpoint south, so we can put food and beverage
 - Working on installing fire protections systems; service centers at RAC study for fire suppression; Sunport 1, Snow barn maintenance building and south cargo buildings; protecting assets; study phase; once complete, design professional will have better idea for design
 - Studying Sunport 3 larger hangar door; for larger aircraft to taxiway east; in study phase for contingency; will give more flexibility; 45 ft tall x 150feet;
 - Old terminal building exterior design professional looking at solutions and will provide a cost
 - Service Animal Relief area east and west ends; want to improve ADA accessibility
- Business Development ~ Lisa Leyva
 - Orion - substantial undertaking and investment; all of building heights taken into consideration from day one; any type of FAA or environmental guidelines and cranes taken into account; all experts working with us to make sure we don't affect flight patterns
 - Jay – has the FAA 30-day question period occurred? Nyika there are multiple applications submitted to FAA; right now, application 163 determines whether FAA has jurisdiction and how much they can impact; if they do have enforcement, then environmental assessment,



- then 30-day FAA environmental assessment; then work with height restrictions; still early on with FAA
- Jay how long? Nyika - they cannot be done simultaneously; FAA will not look at until we have 163; linear and will take a little longer with various applications; not able to work in parallel
 - Marie – how long will it take; Nyika not sure; a lot of moving parts; new president; FAA working with us, minimum of 30 days for each application; or whatever maximum amount of time they can hold; could be substantial.
- Ten-Tanker expanding to 3721 Spirit Drive; old Keva Thermal building 17-thousand square foot building; lease for 10 years; company interested in old FAAFSS building; under negation; that will be substantial building; Facelift (carpet) added plus to spaces negation in Sunport 1; much easier to lease
 - Advertising program brought in house has proven to be successful so far; have annual agreements, 5-year and 2-year agreements; we are making 100% vs 50% revenue
 - Building out a “doing business” website and speaks to folks who want to do business at Sunport; this allows us to direct folks to website dedicated to doing business at Sunport vs having to navigate on current website
 - Air Service – Allegiant is on hiatus; will resume 2/12; both Las Vegas and Austin; chance CARES Act will require them to add #3 operations in January to maintain CARES funding; JetBlue 2/11-3/31 suspended; Airline partners all chasing the money; opening up in locations that are open; Allegiant has increased operations to Florida; JetBlue #22 opening right now; hurting on east coast; opening in locations that are open for business;
 - Report for Air Service 1Q year over year down 48.8%
 - Fred - American brought back Chicago Flight; most airlines haven’t updated schedules into March; American showing #18 flights a day; but a month out cut to #9; SW shows 21 flights, but only doing #10 flights; could double flights by 3/11; Delta normally Minneapolis, not in now; comparison November #s down 72%; Denver down 46%; restrictions in NM vs rest of country.
 - Marie - Do you think it’s restrictions or is it because Denver is a hub? Lisa we have asked that question; we see it is consistent across the board with states with restrictions show decline; hover at 65-70%; Fred even though Denver hub, the rest of country more active; one good thing is haven’t heard of any major issues, it seems very safe for everyone.
 - Public Relations ~ Jonathan Small
 - Received a lot of media attention during holiday; came out pretty well
 - COVID vaccine role out and general public seeing light at end of tunnel; anticipate increase in passenger traffic; crafting messaging accordingly to promote travel
 - Balloon exhibit update – we continue to work with carriers at Balloon museum; saw some stuff last month; will showcase modern hot air balloons and includes 1880 historical timeline; coincides with 50th anniversary of Balloon Fiesta; curators working on actual layout with space in terminal;



Great Hall and 3rd level pre-security; looks like installation around mid to late summer and stay up until 2022

- Art program – 2nd phase of Albuquerque mural on Sunport Blvd.; received individual pieces of mural and will be installed in Great Hall in space that’s behind the escalators, stand-alone exhibit
- Formalized process for accepting and transferring art donations; formed an Art Selection committee and review on as needed basis; currently have one-piece, early Navajo rug 1920’s; have been taking inventory and rotating items in storage
- Announcement Airport Council International – Award for “Best Newsletter in North America”
- Marie - Are you working with other museums in Albuquerque area? Jonathan our goal is to have temporary exhibit to compliment permanent; later this year will reach out to other museums; Lisa L - Explora interactive exhibit will be installed in June; collaboration with NM BioPark River of Lights; will make some of our own displays for Christmas; Jonathan - had to postpone Explora; ad initial kiosk, has had to be retooled to avoid being interactive (COVID); scheduled to be installed later this year; co-developed with STEM students from local schools; Fred appreciate history component with balloon fiesta exhibit

V. On-Going Business

- Photoshoot AAB – pending

VI. New Business

- Jay -Time of year for annual report; Fred will work on this; Peter election for officers next meeting
- Agenda next meeting set regular meeting schedule; review open meetings notice; peter will review; to elect chair and vice chair, to ratifying rules and procedures; if you have changes send to Janet to circulate; Jay at least 1x year written report from last year, recommendations to Mayor #5 things for Agenda in February,

VII. Visitors Comments/Questions; Fred – SW employees; there is a food court near SW area A concourse, no where to get coffee; Black Mesa not open until March if SW opens their schedule; Lisa will discuss with Fresquez and with Black Mesa; passenger numbers down 1000 and hard to justify; Comida Buena open and vending machines moved down to A concourse, snacks water sodas; strictly a labor cost measure; Fred; noticed when flight arrives in Great Hall, two escalators open, jams up when flight comes in; need to possibly open another escalator; Nyika - will review and is a cost savings measure; Marie - moving sidewalk, is there a way to install sensor; Nyika will look into that.

VIII. Next Meeting Date: - February 18, 2021 ~ via Zoom Conferencing

- Move to adjourn Marie at 10:34 am second, approved unanimous

DocuSigned by:
Marie L. Lobo
BAAC09A527DF492...

Marie L. Lobo, Chair

2/19/2021 | 9:44 AM MST

Date



Nyika Allen is inviting you to a scheduled Zoom meeting.

Topic: Airport Advisory Board

Time: Jan 21, 2021 09:00 AM Mountain Time (US and Canada)

Every month on the Third Thu, until Dec 16, 2021, 12 occurrence(s)

Jan 21, 2021 09:00 AM

Feb 18, 2021 09:00 AM

Mar 18, 2021 09:00 AM

Apr 15, 2021 09:00 AM

May 20, 2021 09:00 AM

Jun 17, 2021 09:00 AM

Jul 15, 2021 09:00 AM

Aug 19, 2021 09:00 AM

Sep 16, 2021 09:00 AM

Oct 21, 2021 09:00 AM

Nov 18, 2021 09:00 AM

Dec 16, 2021 09:00 AM

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

Monthly:

https://cabq.zoom.us/meeting/tJEkceivqDkvHtZVGE3I1h_80xPHveSQwRxs/ics?icsToken=98tyKuCtpz0rHdKXtR2FRoWMHY_od-3wppnYgrdnqjjAUAkCajyuZvpyGqR6I-nH

Join Zoom Meeting

<https://cabq.zoom.us/j/95961762542?pwd=YWptVHFIZXl0cldWZEJEM1N5NENRdz09>

Meeting ID: 959 6176 2542

Passcode: 264982

One tap mobile

+13462487799,,95961762542# US (Houston)

+16699006833,,95961762542# US (San Jose)

Dial by your location

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington D.C)

Meeting ID: 959 6176 2542

Find your local number: <https://cabq.zoom.us/u/adi7kph68j>