



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

**Airport Advisory Board Meeting
Thursday, February 18, 9:00 am
Zoom info below**

MINUTES

Advisory Members - Present

*Dr. Marie Lobo, Chair
Anthony Gallegos, Vice Chair
Jim Maddox
Fred DeGuio
William Ferguson
Jon Word
Jay Carrizales*

City Personnel & Guests

*Nyika Allen
Richard McCurley
Steve Petty
Jane Lucero
Hartwell Briggs
Patrick Frias
Chris Albrecht
Rachel Harding
Peter Pierotti
Lisa Leyva
Jonathan Small
Commander Joe Burke
Jeremy Basset*

Janet Aranda

Advisory Board Members - Absent

*Marissa Elias
Day Hochman-Vigil*

*Guests
Joe Grasso
Jessi Rowden, Cutter
Phillip Jurgeson
Tim Gorman
Maria Held
Jarrod Parker*

- I. Call to Order Jay Carrizales, Chair, 0901 call to order
- II. Changes/Additions to Agenda Jay Carrizales, Chair
 - Day Hochman-Vigil absent due to legislative duties; Jay sent email to determine if she was interested in chair, vice-chair; declined due to responsibilities that will keep her away; may consider next cycle
 - City ordinance chair and vice-chair can serve 2 consecutive tours; Lee has served 2 years, and also end of advisory board term; not eligible
 - Jay regular Advisory Board member until 1/23; in chair 2 years and ineligible and can't be considered this cycle.
 - Board Elections - for consideration – Jay propose Marie Lobo, Chair and Anthony Gallegos, Vice-Chair; both have displayed willingness to serve
 - Fred – agreed; Maddox; agreed; motion and second; all in favor board members – unanimous
 - **Passed to Marie Lobo, Chair**



- Review Open Meetings Notice – Peter Pierotti – Open meetings statement Rules of Conduct, incorporate what board needs to accomplish; notice provision in section 2:
 - 2. Notice. For the purpose of the meetings described herein, reasonable notice shall be by posting the date, time, place and agenda of the meeting on the Aviation Department website and on or near the door of the administrative offices of the Aviation Department. All notices of meetings shall include the following language:
 - If you are an individual with a disability who is in need of accessible format documents or a reader, amplifier, qualified sign language interpreter or any other form of auxiliary aid or service in order to attend or participate in the business of the Board, please contact the Director of Aviation at least one week prior to the scheduled meeting or as soon as possible prior to the meeting.
 - Marie - leave open meetings act until session over, Peter - this notice provision is compliant with law and appropriate to maintain
 - Ratify Rules & Procedures – Marie, motion to ratify, Jim, second, Jay; discussion- none; unanimous
 - Approval Airport Advisory Board 2020 Annual Report
 - Jay – there were a couple minor changes in verbiage in one paragraph; Fred minor changes; opening statement; February traffic; freight traffic improvement; not the case; pretty much flat; two days ago, reported all airlines bring back service throughout year; Delta included Minneapolis flight; Jay proposed relative to Delta and Minneapolis flight, include “as of date of this correspondence”, Marie, approve with minor changes, motion, second; unanimous
- III. Approval of January 21, 2021 Board Meeting Minutes ~ Marie Lobo, Chair
- Circulated via email 2/8-12/2021 – no edits offered
 - Jay, moved, second; unanimous, Janet will facilitate signatures and send to Mayor.
- IV. Reports
- Reports/Updates & Business Development ~ Director Nyika Allen
 - Marie - Welcome Janet Cunningham-Stephens, Kirtland Community Planner
 - Land Use and Transportation planner for many years; will be doing installation on planning and siting various facilities; and working with various planning efforts; e.g. Flight Plan District Update; Jay flight planning; what do you mean? Janet flight line district plan, different research so you have development occurring.
 - Thanks to Jay and Lee for support
 - Dr Lobo and Anthony Gallegos excited to working closer with you. Welcome to new roles
 - Environment at airport - January quiet, seeing a positive trend in February; last week or two pretty strong; Governor lifted 14-day quarantine requirement; huge for airport and state; good sign; people starting to book upcoming holiday spring break
 - Presentation to Albuquerque Economic Development regarding how COVID19 affected airport; Airport 101 (general); good response from folks, excited; future plans as well
 - Moving forward with Orion lease as is easement agreement with PNM Sagebrush sight
 - Renegotiating airlines rates and charges; 5-year agreement up at end of June 2021; airlines have opted to extend as is; good for us; hopefully document ready for Council in next month.



- Q: Marie if extended, does that cover increases of cost due to inflation?; Nyika all of rates and charges are based on actuals; agreement states we have operating costs and they pay them; Josh – Basically they pay majority of our operating costs; rates set by budget and true up at end of year of actuals; we usually end up paying them back; Nyika cautious on budget; have kept costs minimal in order to avoid impact to airlines
- Deputy Director Richard McCurley (Landside)
 - Power Outage update; working with City and PNM to resolve issues; easements for relocation transformer and switchgear west side and switchgear east side; looking to finalize work upcoming week; target by Friday get systems off main backbone
 - Electrical backbone Emergency Power study; 2 weeks ago, finalized; replacing 4 generators and upgrade main systems on emergency power to keep operations going for airlines; once in full power to keeps up operational; emergency power to do design scheduled to complete mid-June; demo out current systems, natural gas and installation of system; includes UPS flywheel which causes uninterrupted power
 - Finishing on Scope of inspection electrical infrastructure; next RFB for assessment to make sure most current and do replacements as needed
 - Q: Jay - cleaning robot reliability; McCurley - chemical spray had 99.5% kill rate; completed every night and also electrostatic sprayer; system working great; last month 99.6% operation rate; working very effectively; almost 100% operating every night
 - Q: Marie - design due mid-June, when installed? McCurley it takes about 6 months; generators, and fly wheel system; 10-12 months for actual selection; Marie - demo old system; what accommodations made before; McCurley component piece of design; looking at new location; adjacent to new units; old locations flywheels installed; Marie - demo before new system installed? McCurley; no, it won't affect; will have new generators before take old ones out.
- Deputy Director Steven Petty (Airside)
 - Security Project – bring to end 1Q21; running into glitch; weather, outside gates and card readers went down; working with convergent to swap under warranty; next week testing of system; mid-march first of April completion; testing
 - Board notifications for emergency; Steve Petty will be contact will send text and emails to ensure board has Steve's contact info; Janet Aranda provided contact info to Steve
- Finance ~ Josh Castellano-Gonzalez
 - Biggest update we got out second round stimulus funding; total amount \$6.7 million; and also \$565K for rent relief for concessionaires; FAA specific with formula of market share for each concessionaire; applications routed for signature; have to submit cleanups to downtown City Council to appropriate funding; Utilizing first round funding; keep cost down for airlines; big draw first half year; 25% of budget
 - Had first budget hearing with CAO last Saturday; everything looks flat; no major change from year to year;
 - Q: Jay -was there mention last meeting of some reconciliation budget; Josh – Finance system down citywide; up and running a week later; caused us delay; everything good now.



- Operations Overview ~ Jane Lucero
 - Busy over past 5 days; 5.5" snow; crews have done amazing job of keeping airport operational;
 - Taxiway Echo – on-going; had minor setback with air quality; 2/18-3/22 public comment; once through will resume; excavation; asphalt, runway 8 closure 3/8- moving E10, 11, 45-day closure; working with Kirtland; 15% done
 - Q: Jay air quality issue? Jane - We need air quality permit for batch plant; permit submitted in January; and now have process for air quality permit; contractor late in submitting for permit; should put us behind 1 month
- Project Overview ~ Hartwell Briggs
 - Concessions program – TSA relocation project; had walk through 2/5 design team, TSA, Aviation personnel; all design team has good picture; moving into pre-design phase; phase 1 project end of year and by mid-next year hopefully finished with TSA relocation and food and beverage concessions
 - Spirit drive and GA parking repavement project on-going; moving into the construction phase
 - Still plugging away on design and study fire protection; fire sprinkler system; ADA improvements to exterior to old terminal; (study phase)
- Business Development ~ Lisa Leyva
 - 100% occupancy by end of 2021 (non-aeronautical income); we are capitalizing on time and going to be using Taxiway Echo delay construction to repave the T-hangar area; anticipated to start 3/1; last Friday ACDBD goal setting meeting to notify public of goals 2020-2023 goals; % participating; notified all network planners that 14-day quarantine has been lifted; looking to see changes in next couple months;
 - *Fred – American adding a 4th Phoenix flight; United bringing back their Chicago flight; Alaska brings back Portland; Southwest going to 17 flights per day, up from their current 10 per day, adding nonstop service back to Oakland and San Diego. Total of 49 daily flights at ABQ, up from 36 in February*
 - *Large hubs at Denver, Phoenix, Salt Lake, and Dallas (DFW) are all building more gates, next year ABQ could see more flights to these cities. Delta's Minneapolis flight will come back in May.*
- Public Relations ~ Jonathan Small
 - Quarantine order rescinded; jumped on and update public facing, signage, key staff updated; Nyika provided update in press conference with mayor; went well and a lot of media attention on this subject; encouraging news
 - 6 months since last public survey distributed to see how public thinks about travel, safety, intent; launched new survey on Saturday, will run for 3 weeks; will compare to what we saw 6 months ago
 - New project; virtual tours of Sunport, airfield; behind the scene areas; typically included with in-person tour; will produce these videos for social media; Doug will reach out to conduct virtual tours; started filming yesterday; wrap up next week; then editing
 - Q: Marie virtual child friendly or for adults? Jonathan, there will be a series; general overview of most popular areas and will be child friendly; many of previous tours were for children; also geared to specific interest (e.g. art, history; focused tour); Marie parents looking for ideas to occupy kids



- V. On-Going Business
- Photoshoot AAB – pending
- VI. New Business: Peter by-laws just past 1) contain a resolution, Rules of Conduct clause; “Be it resolved by Airport Advisory Board that they were ratified without an amendment”. Peter will route for signature; Marie L Lobo, Chair; rules require board set time for this meeting; Marie agreement to continue same schedule 3rd Thursday month, 9am; moved, unanimous; will be ratified with rules (Peter)
- VII. Visitors Comments/Questions: Anthony Gallegos – (finish meeting)
- Maria Held, Community & Regional Planning Masters Candidate, Maria Held, 323-516-3586, mheld@unm.edu – if you would like to contact
 - – Presentation – “A Climate Action Plan for the ABQ Sunport” – screenshare; share slides included
 - Student at UNM, working on final thesis for program; creating a climate adaption plan for Sunport; addendum to current airport master plan with focus on the future.
 - Climate analysis and study; and what temperatures we can see in the future; increased temps and what it looks like at 120 degrees
 - Climate Mitigation
 - Climate Adaptation
 - Project Outline
 - Richard McCurley; pc air units for Jetbridge; came up for discussion 3010 units adequate for future, funding from FAA; having consultant analysis on that topic; climatology for future; 15-20 years- units last, look forward to reading report to take this topic into consideration.
 - Jay – Q: *Have we incorporated a certain level of aircraft weight based on increased temperatures?* Steve – we follow FAA guidelines; but we can look at Maria’s research; GA airports usually use asphalt; will keep on forefront; Marie - do runways need to be extended; Steve that is possible but currently 11793 feet, planes are a lot more powerful; Jay - *clarified this must be calculated individually.*
 - Fred – Orion Project occupy land on west side of Girard; is landscaping in jeopardy; Nyika have asked that they keep as much as they can
 - Jessi – FYI (SB116) currently going through Senate; assigned to the Business Tax and Transportation committee; the sale of unleaded fuel should not be prohibited at airport; the way presented did not include environmental issue; goal 92 octane to airport; *watch intro bill 3/8*; national orgs, FAA, operators trying to contact and educate legislators; introduce non-aviation grade into airport; quality control issues; as community maybe speak to your legislators; either for or against; help educate folks; Jon Word - what is your position; Jessi against; we are introducing a non-aviation grade fuel; misfuelling and accidents usually occur and usually fatal; currently highly controlled and regulated; something that is not aviation standard, quality control; has to be obtained, STC for airport; if put 92 octane due to request; the onus on operator; Jay - why considered if no FAA exemption? Jessi - Info to committee was one-sided to Health and Human Services Committee; and focused a bit on lead; questions FAA stance vs someone’s personal preference; what are environmental impacts; FAA inspections; what are thorough processes; proposed as a civil penalty (right now); with one line bill shall not be prohibited, is there a way someone can sue; Has not been safe



alternative; Anthony - Jessi update next meeting; changes on bill; Jessi will share info on bill, Janet will disseminate information.

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

Motion to adjourn @ 1015, 2nd, unanimous

DocuSigned by:

Marie L. Lobo

4/12/2021 | 12:19 PM MDT

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Marie L. Lobo, Chair

Date