



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

**Airport Advisory Board Meeting
Thursday, February 17, 2022 9:00 am
Zoom info below**

MINUTES

Advisory Members – Present

*Dr. Marie Lobo, Chair
Anthony Gallegos, Vice-Chair
Fred DeGuio
Jon Word – Chair Elect
William Ferguson
Jay Carrizales*

City Personnel & Guests

*Richard McCurley
Peter Pierotti
Josh Castellano-Gonzalez
Lisa Leyva
Brent Chapman
Janet Aranda
Damian Lara
Stephanie Kitts
David Urioste*

Advisory Board Members – Absent

*Day Hochman-Vigil - @ Legislature January & February
Marissa Elias*

Guests

*Janet Cunningham-Stephens
Tim Gorman
David Ortiz*

- I. Call to Order Dr. Marie Lobo, Chair @ 9:04am
- II. Changes/Additions to Agenda - Dr. Marie Lobo, Chair - none
- III. Approval of Board Meeting Minutes (1/20/22) ~ Dr. Marie Lobo, Chair
 - Minutes circulated to Board 2/7-11/2022 – no edits offered; motion, 2nd, passed unanimously
- IV. Annual Report Update ~ Dr. Marie Lobo, Chair
 - Pending Lisa Leyva's numbers & Board review – no specific date due per Peter
- V. Board positions update ~ Dr. Marie Lobo, Chair
 - Day Hochman-Vigil (Reappointed)
 - Vacant positions pending – 2 positions open, Marissa not reapplying
 - Janet – Fred on announcement sheet, Anthony Gallegos set to be confirmed City Council 2/23
- VI. Election New Officers ~ Dr. Marie Lobo, Chair
 - Jon Word running for Chair; no others expressed interest
 - Marie: Jay - motion to nominate Jon Word; Anthony second, unanimous; Jon word starts next month



- Nominate vice-chair; Anthony Gallegos; Jay move Anthony second round, 2nd Fred, approved unanimous
- VII. Ratification and Amendment of Rules (circulated to Board 2/11/22) ~ Brent Chapman
 - Must ratify and approve according to opening meetings act. Any changes must be made by entire board; may ratify; simple majority will suffice; we have quorum
 - Need a majority vote at today's meeting;
 - Ratified and approved unanimously
 - Set 2022 meeting schedule
 - Continue same schedule: 9am, 3rd Thursday each month
- VIII. Reports
 - Reports/Updates ~ Richard McCurley, Interim Director
 - Will provide updates for Hartwell and Jane
 - Sunport
 - Enplanements
 - Jan 73.9% compared to Dec 78.7% and Nov 81.78%
 - Jan daily average 4248 (Dec - 5877, Nov - 6207)
 - Low 2953; high 6547
 - Feb 71.95% currently
 - Operations
 - Dec 11560
 - Nov 11962
 - Oct 12177
 - Cargo (holiday months)
 - Dec 5723 tons
 - Nov 4563 tons
 - Oct 4718 tons
 - DEII
 - Operations
 - Jan 5739
 - Dec 4116
 - Nov 4852
 - Wrapping up 2021 goals & developing 2022 goals
 - Meetings on performance measures
 - Projects –
 - Announcement 2/15/22 - \$85M Renovation Project Post Security Terminal Infrastructures Concessions; TSA checkpoint moved to where Tia Juanitas located; TSA expansion & concessions program; post security expand space by 24%; double que line; 2019 - average under 15 minutes
 - TSA inline baggage on hold until latter calendar year 2024
 - Emergency Power Project; broke ground last week; replacement of emergency generators & install UPS systems



- Power outage yesterday went seamless; one airline cancelled 3 flights due to internal computer system; will meet with them tomorrow
- PC Air Project; replacement units; working with FAA HQ on project to finalize documentation to keep grant moving forward; weekly updates
- Electrical Infrastructure project - final stages of recommendations; final document mid-March on recommendations; then review immediate responses to repairs and capital projects
- Landside – passenger boarding bridges; meeting with team today and scope design
- Q&A:
 - Jay – Do emergency generators keep going thru night; Richard yes; Jay do we have #s throughput? Richard yes we have forecasted out with crowd modeling; TSA checkpoint through 2039; will get team to pull numbers and send to board
 - Anthony - Did Board review TSA project feasibility study? Richard - project ongoing 2 years; Anthony – visual aid histogram; view trends; Richard, will get those sent out Marie would like to get financials in future
 - Fred -went to NY LaGuardia last month; did same concept we have now
- Reports/Updates ~ Peter Pierotti, Acting Deputy Director
 - Serving as Acting Deputy Director; primary role is to support Richard; oversee activities (Josh/Lisa)
 - LaGuardia – incredible renovation; once termed as a 3rd world airport
 - Brent – handling legal during this time
- Finance ~ Josh Castellano-Gonzalez
 - Currently in budget process; budget hearing CAO Saturday; went well
 - Working on single audit this year; Moss Adams - changes and taking a little longer than usual; heavy lift for department; so far no audit findings Aviation
 - Marie where are we financially sound with percent income, depth, etc.?
 - Josh -Expenses slightly under budget; 4% under budget division; revenue 2% over budget due to rental car % rents higher due to inflationary rates; have more money coming in before 2019; parking has grown to pre-pandemic levels; no Uber/Lyft folks parking at terminal; lot closed Yale / Girard; absorbed some of that market share; Jay does that mean more people are parking at airport? Josh yes; helped us out and other lots near the airport; Jay any plan of anyone buying lot; Josh understanding it was purchased by Mr. Carwash; won't be a parking lot; Marie how many spaces; Josh -not available at this time; Marie if we are anticipating increase, is parking becoming more of a problem of losing couple hundred spots; Josh no, Fast Park fills up during



holidays, (peak time), Sunport/University lot still about 50% full; we close down when it's peak; there are 500 spaces available Sunport/University; airport shuttle leases parking lot at Sheraton across the street; don't anticipate it being a problem; anticipate Uber/Lyft to pick back up and parking will decrease

- Jay to Richard – Has there been consideration to take over some of ACE to develop as parking lot; Richard- we have in master plan in sites; e.g. east side parking; FAS may be building parking structure near FIS property near shuttle operations; reclamation for landfill; if expanding for parking; starting to analyze to look at service level of roadways; Jay when was parking garage built; Josh 1989 or 1991; Fred expansion 87-89 built; Jay any requirement or do we do our own engineering analysis to make sure structurally sound; Richard - Project now in scope preliminary engineering report; structural analysis, fire suppression, lighting, etc.; parking guidance systems; ongoing ready to change over to design
 - Josh working with financial advisor to get base rates to make sure covering costs of commercial roadway; agreements not in place; Richard - we looked at recommended rates (financial analyst); where recovering capital costs and to work with them for fair charge; ongoing and should finish up; want fair amount and working relationship but also recovering our costs
- Operations Overview ~ Jane Lucero – In interviews - out
 - Richard – 3 projects
 - Taxi C moving along 3/14 break ground
 - West terminal ramp completion date 8/18/22; replacement of westside of airport
 - Air cargo expansion; - new entrance; cargo facility; slated to complete 12/23/22
- Business Development ~ Lisa Leyva
 - Airline partner updates; experiencing staffing issues; SWA adjusted schedule; BWI? exited this summer; Burbank doing well; AA upgaging air craft; Austin flight; network planner left Allegiant and joined American
 - KRQE morning show Tuesday; spoke about renovations about how to do business are the airport; educating public on different areas; communication plan doing business website; hosting outreach events; NM restaurant Assoc; business bureaus and engage their members to learn more how to do business at airport; engage current concessionaires and reach out to community
 - Media for direct flights
 - Economic projects moving forward; does not include parking lot in ACE; have other plans
 - Power outage PIOs out yesterday
 - American updating aircraft serving us, will increase passenger capacity; from 2-3 times daily to LAX; upgaging E175 to 738?; 126% seats for us; Austin looking good for us; American seeing opportunity to fill gaps; Marie



- would be helpful to see what % of seats are filled; Lisa - when we look at seat capacity we are higher load factor; DOT data lags, 60-90 days out on DOT data; will work on this and include in future reports; staffing challenges pose different scenario;
- Q&A
 - Will - Do we have rep working on ACE for us
 - Lisa – we have a list of commercial realtors available; working with AED (AREA) and have website listing our properties.
 - Orion outcome created high profile project; people are reaching out; good position with ACE; prior to last year, we were in process of recruiting developing/marketing project
 - Working on publishing list of commercial lists of realtors to help with all properties; confident being marketed properly; Jay - have you talked to air force people who want additional space
 - Peter, if we use other professionals we open ourselves up to additional fees; we have contingency for properties not currently in negotiations
 - David Ortiz - for properties at ACE, is there access to airfield? Lisa yes, we can move fence; abide by FAA rules and regs; have parceled off 20 acres for aeronomic use to have access to airfield; David -a secure facility on lease? Lisa yes, David will reach out to Lisa
 - Peter we have looked at hypothetical access to base from that property; number of different opportunities involving DOE and base for consideration; David outgrowing current foot print; will follow-up

IX. On-Going Business:

- Board's Commendation – Custodial Staff
 - David Urioste, Facilities Manager (accepting)
 - Marie – outstanding work during pandemic
 - Richard – reach letter from Board to Custodial team
- Follow-up Access Control commendation by Jessi Rowden
 - No motion previous meeting
 - Is there still interest; Jon word would like to; it's important to Cutter; Marie to Jon it will be your task; motion passed Anthony volunteered to assist.
- Follow-up San Antonio travel - meeting with nine airlines (Lisa Leyva) – it's happening right now; was not able to travel; represented by consultant with Avalon; will get updates; info next month when get full report
- Legislative follow-up - EAS asking legislature for \$8.8M (Lisa Leyva) – that was Las Cruces initiative; not sure if approved; Lisa will follow-up

X. New Business:

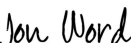
- Marie thanks to all over past year



XI. Visitors Comments/Questions:

XII. Next Meeting Date: - March 17, 2022, 9:00am

Adjournment 10:13am

DocuSigned by:

C71EAE831FE44A...
Jon Word

3/22/2022 | 10:22 AM PDT

Date

Richard McCurley is inviting you to a scheduled Zoom meeting.

Topic: Airport Advisory Board

Time: Jan 20, 2022 09:00 AM Mountain Time (US and Canada)

Every month on the Third Thu, until Dec 15, 2022, 12 occurrence(s)

Jan 20, 2022 09:00 AM

Feb 17, 2022 09:00 AM

Mar 17, 2022 09:00 AM

Apr 21, 2022 09:00 AM

May 19, 2022 09:00 AM

Jun 16, 2022 09:00 AM

Jul 21, 2022 09:00 AM

Aug 18, 2022 09:00 AM

Sep 15, 2022 09:00 AM

Oct 20, 2022 09:00 AM

Nov 17, 2022 09:00 AM

Dec 15, 2022 09:00 AM

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

Monthly: https://cabq.zoom.us/meeting/tZ0oc-GprzIsE9LZQHPP_Qm5ClBrH763-khM/ics?icsToken=98tyKuGhqz8iG9WcthCBRpx5GY-gWevzmFhdj_pxpi7NMxBsUw6jFe5gIJooRoud

Join Zoom Meeting

<https://cabq.zoom.us/j/89548119696?pwd=Y0NwL1ZuQXpwOUpWcTVxU2VJTjBjUT09>

Meeting ID: 895 4811 9696

Passcode: 664083

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