



## **HYBRID FORMAT VIA ZOOM**

*Zoom info below*

**Airport Advisory Board Meeting**  
**Thursday, February 16, 2023 9:00-10:00 am**

### **MINUTES**

#### **Advisory Members – Present**

*Jon Word, Chair*  
*Fred DeGuio*  
*Marc Limmany*  
*William Ferguson*  
*Anthony Gallegos*  
*Dr. Marie Lobo*

#### **Advisory Board Members – Absent**

#### **City Personnel & Guests**

*Richard McCurley*  
*Brian Boyd*  
*Jonathan Small*  
*Manny Manriquez*  
*Janet Aranda*  
*Josh Castellano Gonzalez*  
*Peter Pierotti*  
*Dan Jiron*  
*Chris Elam*  
*Commander Donvan Rivera*  
*Brent Chapman*  
*Hartwell Briggs*

#### **Guests**

*Matt Olguin*  
*Sgt Daniel Ross*  
*Brett Shank*  
*Joe Grasso*  
*Tim Gorman*  
*Janet Cunningham*

- I. Call to Order – Jon Word, Chair @ 9:04 am
- II. Changes/Additions to Agenda – Jon Word – no changes, motion to pass, move to approve as circulate, passed unanimously
- III. Approval of Board Meeting Minutes (1/19/23) – Jon Word  
(Circulated to Board 2/8-10/2023); motion to approve, passed unanimously
- IV. 2022 Annual Report – Jon Word
  - a. Deferred to next meeting
- V. Ratification and Amendment of Rules – Jon Word
  - a. Brent – Set time and date for upcoming year; Marie motion to keep same timeframe; July/Dec skip if quorum; keep as is.
  - b. Rules of conduct and procedure any amendments – motion to keep as is; airport will circulate for signature
  - c. Certification of Compliance of Open Meetings Act; will circulate for signature
- VI. Board Elections – Jon Word



- a. Jon nominated himself to run for Chair; Jon motions for self to continue serving as chair, second, Marie, passed; Jon advised Anthony offered to stay on as vice chair; Jon motion to keep Anthony motion, second, no vote

## VII. Reports

- a. Reports/Updates – Richard McCurley, Director
  - i. SWA Long Beach flight in September, #29 nonstop destination; largest # since 2012
  - ii. Daniel presented draft performance graph representing last 5-6 years, nonstop route growth; Marie – What About Alaska to Seattle flight; Daniel – it is a misprint; draft version; pilot presentation; will use this format moving forward; Daniel won't increase this year; target east coast destinations, frequencies and larger aircraft.
    - 1. Fred provided historical info analytics
  - iii. Graph - Overall 21-22 enplanements; 87% vs 2019; steady increase overall average Jan 2023 91.7% vs 2019; capacity; overall average 5500 enplanements per day; off airport revenue 107 % above 2019 #s; retail 95.7% vs 2019; fnb?? 97.1% vs 2019; rental car 120.7% vs 2019; Marie are those upticks from sales or increases in prices by vendors?
    - 1. Richard - transactions dates down but rentals per day are up; Josh -we had increase of transactions in Jan 2019; peaked at that point; Marie was that at New Year's when SWA was challenged? Josh that was last week of Dec and don't think included SWA
  - iv. Landside projects – Emergency Power Project substantial completion; doing closeout systems up and running generators in place; double capacity and UPS? system in place; next step looks at infrastructure for electrical and upgrade power centers; emergency power completed
  - v. Passenger boarding bridges; now in discussion with contractor notice to proceed
  - vi. Monument signs; page turner for 65% reviewing as we get to 90%; next month will set up slide presentation on what they will look like at each of the locations; I25 to Sunport; Yale; Girard as you enter loop; tweak the one in baggage claim as you exit out; larger sign at RAC; upgrades lighting DEII
  - vii. Parking garage; separated lighting; pre-construction 2/10; work on procurement and installation mid-April; Marie how will this impact parking closure? Richard will follow-up; but will be no more than 25% closed; Marie how impact long-term; Richard we capture spots as we firm up date; Josh we have to close off 4 weeks in advance; we need heavy duty barricades; looking to get concrete barricades from contractor
  - viii. Solar canopy project – RAC; relocating existing canopies east west configuration to north south; solar panels on top; with curvature as is will increase cost; relocate reduces cost; panels will fill up 50% canopies and get us to net zero; 50% of top to expand; RAC talking to us re: electrical charging station; conduit; looking to add items. CSEs utilized since



revenue generating; giving us \$2.5-3M; helps with capital program; meeting on Friday to review issues; 2-3 buses per year replacement; get to full replacement #13 buses; electrical & hydrogen bus discussion; part of ZEB shuttle bus program

- ix. Kudos to parking; 8 am – 6:30 pm shut down gas as part of construction; new gas line rerouted; a lot of coordination with concessions and FNB; no negative social media; lots vendors closed; initially projected 3 day shutdown (72 hours), but back up in 12 hours; Fred was heating affected; Richard boilers use different route; boilers had access to gas; Dan - Jaynes demonstrated they are considerate of Sunport image and traveling public; Jonathan one complaint from passenger and addressed immediately
- b. Operations Overview – Brian Boyd, Deputy Director
  - i. Air cargo apron; next week remove ?; last piece of project; completion in about one-month fox trot 2-F7
  - ii. Terminal apron paint and lights done; had weather delays; temp issues below 40 degrees
  - iii. DEII announce manager soon
  - iv. DEII 2023 numbers down @ 2800; since September slowly dropping in activity
  - v. 727 moving to the Runway 35
  - vi. Next month working with Top Gun balloon for Sunday flying in; one-time thing to see if there is a future
- c. Finance, Josh Castellano-Gonzalez – no finance report; city's system has been down for 3 days; will provide next meeting
  - i. Budget hearing w/CAO; budget staying flat
  - ii. Attended AAAE finance conference; on panel regarding GA reliever deal we have with DEII; airlines here cover operating deficits @ DEII; folks interested in our setup
  - iii. PFC audit next week
- d. Peter Pierotti, Associate Director – Strategic plan in 3/23; will not be here but will present in-depth entire Strategic Plan @ April meeting
  - i. Meetings - 3/7/23 3:30pm; 3/15/23 7am; will have snippets of strategic plan; 3/23 3/28 3:30pm; Press room; ongoing updates construction project; core values; mission/vision statements; Peter will send out invite
  - ii. Richard McCurley - Sustainability planning; solar electric bus/vehicles, part of coordinated plan to reduce carbon footprint at airport; will be issuing state of sustainability in next few weeks; working toward airport carbon accreditation to lower footprint and eventually get to net zero; applying funding opportunities; including studies
  - iii. Jon – Aviation providing opportunities for board involvement; need board participation
- e. Business Development – Manny Manriquez
  - i. Renovation update:
    - 1. Temp walls east side (Jaynes captured both sides)



2. Additional temporary late March; overhead work infrastructure in hallways of both concourses; new temporary wall signage east side 3<sup>rd</sup> level; planters on east side wall
- ii. Update concessions RFP matchmaking event 3/9/23 10am-12pm old terminal building; notification via Sunport website, email blasts, social media; etc.
  1. will have tabling; relationship building and aim to have folks partner up with RFP, licensing agreements, etc.
- f. Air Service – Daniel Jiron
  - i. Passenger #s; graph
  - ii. Capacity Update graph 2 slides; Dec 73% load factor; these are scheduled seats; not sure if actual number will be available probably closer to 80%; January 66% load factor; fewer seats; as seats go up may see load factors down due to larger planes, more seats; working with marketing to get #s up
    1. Josh numbers usually a couple hundred off; we have what DOT has through Dec; JetBlue to restart JFK 3/26;
    2. Minneapolis June daily; Baltimore not operating now and will start April once weekly; July 2 times Sat; Sept back daily LA success Burbank; start dialing in Sept; Kansas City; 4-5 times week; Sept back to daily; Orlando; San Antonio June July Aug on Sat only
  - iii. Air service travel events; 3-4 year; Routes America Chicago
- g. Jonathan Small – Comms update
  - i. Focus Marketing and Comms team flight renovation; concessions rfp; public outreach; temp wall signage up and planning longer term phase; sending notice to public when operations impacted
  - ii. Matchmaking event, concessions rfp; local businesses in front of prime operators 3/9/23
  - iii. Advertising campaign re RFP to spread the word and also on national level for larger operators
  - iv. Arts and culture dept call for artists submissions for new spaces as result of renovation
  - v. Exhibit in great wall “Art of our Lands”; temporary exhibit #30 exhibits by #20 New Mexican artists
  - vi. Growth internal advertising program; sold out popular spaces; planning digital assets on secure side;
  - vii. Next iteration with NM united
- h. Fred Deguio
  - i. Alaska Portland flight daily; cut back in March 16 to just weekends; May - 4 times week; through summer; SWA Long Beach focus; could be a slot holder where SWA has to run so many flights each day; start one to El Paso and Colorado Springs; good news for us
  - ii. Clarify non-stop destinations Dallas Chicago count as two separates

## VIII. On-Going Business



- a. Update - Board photos – Jonathan
  - i. Print and update entryway/breezeway –Pending production company updates
- b. Strategic Plan to be presented at March 2023 board meeting – Peter deferred to April meeting as he will not be at March meeting

IX. New Business:

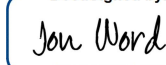
- a. Anthony - how to improve board's informational support on Sunport website
  - i. Jonathan – has this covered
    - 1. Jon encouraged board to attend Town Hall meetings previously discussed

X. Visitors Comments/Questions:

- a. Brent Shank new GA pilot; house new plan locally; extreme backlog; Richard M target look at development DEII: development hangars; LOI to council within next month; tagged 25 acres and incremental 5 acres; for hangar space; 80-100 hangars when finished

XI. Next Meeting Date: **March 16, 2023, 9:00 am hybrid**

XII. Adjourn: 10:23am

DocuSigned by:  
  
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Jon Word, Chair

4/4/2023 | 11:07 AM PDT

Date



Richard McCurley is inviting you to a scheduled Zoom meeting.

Topic: Airport Advisory Board

Time: Feb 16, 2022 09:00 AM Mountain Time (US and Canada)

Every month on the Third Thu, until Nov 16, 2023, 13 occurrence(s)

Feb 16, 2023 09:00 AM

Mar 16, 2023 09:00 AM

Apr 20, 2023 09:00 AM

May 18, 2023 09:00 AM

Jun 15, 2023 09:00 AM

Jul 20, 2023 09:00 AM

Aug 17, 2023 09:00 AM

Sep 21, 2023 09:00 AM

Oct 19, 2023 09:00 AM

Nov 16, 2023 09:00 AM

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

Monthly: [https://cabq.zoom.us/meeting/tZ0oc-GprzlsE9LZQHPP\\_Qm5ClBrH763-khM/ics?icsToken=98tyKuGhqz8iG9WcthCBRpx5GY-gWevzmFhdj\\_pxi7NMxBsUw6jFe5gJlooRoud](https://cabq.zoom.us/meeting/tZ0oc-GprzlsE9LZQHPP_Qm5ClBrH763-khM/ics?icsToken=98tyKuGhqz8iG9WcthCBRpx5GY-gWevzmFhdj_pxi7NMxBsUw6jFe5gJlooRoud)

Join Zoom Meeting

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

Meeting ID: 895 4811 9696

Passcode: 664083

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