

AIRPORT ADVISORY BOARD MEETING

Cutter Aviation

Thursday January 17, 2019 (9:00 AM)

*Advisory Members – Present:*

Jay Carrizales  
Joseph Grasso  
Jim Maddox  
Lee Truitt  
Jon Word

*City Personnel and Guests:*

Nyika Allen  
Erika Anaya  
Joshua Castellano-Gonzalez  
Jim Hinde  
Stephanie Kitts  
Lisa Leyva  
Jane Lucero  
Peter Pierotti  
Jonathan Small

*Advisory Members-Absent:*

Atlantic

- I. Call to Order: Jay Carrizales called the meeting to order at 9:02 a.m.
- II. Changes/Additions to Agenda: Jay Carrizales no changes to agenda.
- III. Approval of November 15, 2018 Airport Advisory Board Meeting Minutes: Jay Carrizales requested a motion to accept the meeting minutes as written. Jim Maddox made the motion. Lee Truitt seconded the motion. Motion passed unanimously.

IV. Reports

*Project Overview ~ Jim Hinde*

- Jack retired
- New employee Rhonda in Planning and filling on other position.
- TIP progress being made. B&D working.
- Taxiway Echo working going on.
- Access agreement with Kirtland AFB in the works.
- Taxiway G-1 relocation.
- South GA parking lot on it way.
- ACE landscaping improvements.
- State Police hangar @ DEII.
- Relocation of taxiway A1 @ B1 @ DEII.
- Design construction project post security.
- Working on a contract for the FIS.
- Hanger facility @ Sunport & DEII.
- Architect On-call trying to process.

*Finance ~ Josh Castellano-Gonzalez*

- Middle of budget season
- Two rating agencies meeting next week.
- Shutdown affecting us.
- Expenses:
  - 41% expended
  - Overall we are doing good
  - Over on dues & memberships
- Revenues:
  - At 52% received
  - 1% increase projection

*Operations Overview ~ Jane Lucero*

- Snow event on the 27<sup>th</sup> & 1<sup>st</sup>.
- Winds to high and couldn't deice and airlines had cancellations.
- Snow removal went really good.
- Airshow in May 18<sup>th</sup> with Kirtland.
- 139 Inspections in April.
- ASP almost complete.

*Public Affairs ~ Lisa Leyva*

- Introduction of Jonathan Small, Marketing Manager.
- Marketing:
  - Started all new campaigns for Volaris.
  - Working on direct flights.
  - Denver will be coming back in May with Frontier.
  - Paid Social: Book now.
  - 2019 Goal to promote Sunport.
  - Receiving a lot of interest regarding the government shutdown.
  - One Albuquerque logo.
  - Calendar
- Development:
  - Contracts department holding monthly concessionaires meetings.
  - Rental Car monthly meetings.
  - Roundtable meetings.
  - Advertising RFP rewriting.
  - Advanced Air took over Boutique direct service to Silver City

*Reports/Updates ~ Nyika Allen*

- Invite Chris to next meeting.
- Award VW Settlement.
- Working on Solar.
- Recycling program.
- Started a new food recycle program.
- Off-site parking.

V. On-Going Business

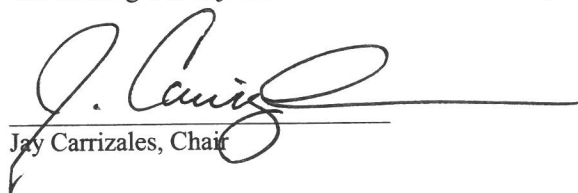
- Cutter Badges: will be on the new ASP.

VI. New Business

- Goal discussion:
  - Goal 1: Burbank flight
  - Goal 2: FIS complete & moving to move a permanent location.
  - Goal 3: ART project.
  - Goal 4: BID security project – tech.
  - Goal 5: ACE 1<sup>st</sup> tenant.
  - Goal 6: DEII P3 module
  - Goal 7: Marketing
  - Goal 8: AAAE Certification
- Service Animals Discussion: Karen Cushnyr

VII. Visitors Comments/Questions

The meeting was adjourned at 10:45 a.m. Motion by Jim Maddox, seconded by Jay Carrizales. Motion carried.

  
Jay Carrizales, Chair

3/20/2019  
Date