

STATE OF TEXAS
COUNTIES OF POTTER & RANDALL
CITY OF AMARILLO

MINUTES

On this 11th day of April 2023, the Airport Advisory Board of the City of Amarillo, met at 10:00 a.m. for a Regular Meeting.

VOTING MEMBERS	PRESENT	NO. MEETINGS HELD SINCE APPOINTMENT	NO. OF MEETINGS ATTENDED
John Denton	NO	31	25
Thomas Devlin	YES	20	19
Kevin Golden	YES	10	8
Thomas Hickman	YES	20	18
Louis Montano	YES	2	2

Also in attendance were:

Michael Conner	DIRECTOR OF AVIATION, CITY OF AMARILLO
Tyler Hurst	DEPUTY DIRECTOR OF AVIATION, CITY OF AMARILLO
Thomas Oscarsson	ASSISTANT DIRECTOR OF AVIATION, CITY OF AMARILLO
Kiley Navarrete	RECORDING SECRETARY, CITY OF AMARILLO

ITEM 1: Call to Order. Mr. Hickman, Chairman, established a quorum and called the regularly scheduled meeting of the Airport Advisory Board to order at 10:00 a.m.

ITEM 2: Approval of Minutes from Regular Meeting held on January 10, 2023. Motion was made by Kevin Golden, seconded by Thomas Devlin, and unanimously carried to approve such minutes as written

ITEM 3: Presentation and Discussion of Airport Activities and Projects:

- a. Terminal Chimney Repair: The design process is complete for this project; this will go out to public bid when funding is secured.
- b. Make-Up Baggage Carousel Rehabilitation: Design is complete on this project. This will be sent out for public bid and is FAA grant funded.
- c. Parking Garage Elevator: Construction is on-going currently. We have received the construction schedule from the contractor. This should begin in late August or September once all materials are delivered.
- d. TSA CTX Machine Recapitalization: This project is currently in construction; the contractor is sending out the schedule for testing soon. The new machine should be in by June 1st. This machine will have to meet all TSA requirements.
- e. Parking Lot and Loop Road Rehabilitation: Design for this project is at 100%. The Loop Road project will be grant funded and the Parking Lot/Pay Plaza will be airport funded. These projects will be put out for public bid together as one through our purchasing dept.

- f. Terminal Basement Plumbing: Construction is at 95% complete with a completion time at the end of April.
- g. Emergency Power (Terminal): The design for this project is at 100% complete, this project will go out for public bid.
- h. Building HVAC Systems and Air Handlers: The Environmental Controls project is at 80% complete. This project has about 1 month left until completion.
- i. Special Use Airspace: This has been sent out for review. Conversation has started with the FAA. The FAA will send out benchmarks after their overview. Woolpert and the Airport will then gather all additional information requested and submit the full package to the FAA. This project will need to be community driven, and our hope is to bring in more community engagement to support this move.
- j. Airline Agreements: The Department of Aviation completed the new rental car lease agreements on March 28th. The first meeting with the airlines to discuss the new airline lease agreements is now scheduled for May 3rd. The negotiations will include new rates and charges as well as other agreement modifications to clear up various operational issues that have been identified since inception of the previous agreements. These new agreements are anticipated to be complete, signed and approved by council before October 1, 2023.
- k. Airport Land Development Update: David Sougstad presented the board with a handout on the current/future land development around the airport. He discussed what land the airport had available for development and some plans for future ideas. The hotel on airport property RFP is due back on May 11th to the purchasing dept.

ITEM 6: Adjournment. There being no further business, Mr. Hickman moved to adjourn the meeting. The meeting adjourned at 11:02 a.m. This meeting was recorded, and all comments are on file with the Department of Aviation.

Mr. Thomas Hickman, Chairperson

ATTEST:

Kiley Navarrete, Board Secretary