

STATE OF TEXAS
COUNTIES OF POTTER & RANDALL
CITY OF AMARILLO

MINUTES

On this 14th day of January 2020, the Airport Advisory Board of the City of Amarillo, met at 10:00 a.m. at The Kritser Conference Room at the Rick Husband Amarillo International Airport 10801 Airport Blvd, Amarillo TX 79111 for a Regular Meeting.

VOTING MEMBERS	PRESENT	NO. MEETINGS HELD SINCE APPOINTMENT	NO. OF MEETINGS ATTENDED
John Denton	YES	22	19
Thomas Devlin	YES	11	10
Kevin Golden	YES	1	1
Thomas Hickman	YES	11	11
Chuck Speed	YES	1	1

Also in attendance were:

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

ITEM 1: Call to Order. Thomas Hickman established a quorum and called the regularly scheduled meeting of the Airport Advisory Board to order at 10:01 a.m.

ITEM 2: Introduction of New Airport Advisory Board Members: Kevin Golden and Chuck Speed.

ITEM 3: Election of Chairperson and Vice Chairperson: The Motion was made by Chuck Speed to nominate Thomas Hickman for Chairperson, seconded by John Denton and unanimously carried. The Motion was made by Chuck Speed to nominate John Denton for Vice Chairperson, seconded by Thomas Hickman and unanimously carried.

ITEM 4: Presentation was given by Thomas Hickman, Airport Advisory Board Chairperson on future goals and comments. Also Michael Conner, Director of Aviation spoke on goals and comments from the Dept of Aviation.

ITEM 5: Approval of Minutes from Regular Meeting held on July 22, 2019. Motion was made by John Denton, seconded by Chuck Speed and unanimously carried to approve such minutes as written.

ITEM 6: Presentation and Discussion of Airport Activities and Projects:

- a. Air Service Activity Update: Overall our enplanements are up for the year and the numbers are normal for the travel season.
- b. CCTV and Access Control System: This project is at 94% completion. The project will be complete by March 7, 2020.
- c. ISO Certification: This project is currently in Phase II of the ISO Certification. This will be a 2-year project and is currently on time.
- d. Asset Management System – We are in the configuration phase of this project. This new system will allow us to manage assets in the Dept of Aviation and replace old software currently being used.

- e. **Marketing Business Development:** The Dept of Aviation is still working with Bruce Tarletsky on the marketing of the Airport. Mr. Tarletsky will be attending the Routes Conference in Indianapolis this year.
- f. **Wildlife Control (Update):** The wildlife assessment has been completed for the Amarillo Airport. We have got the prairie dog mounds under control this and we are now focusing on the garage area.
- g. **Safety Management System:** The FAA has not formally put this out as a regulation at this time. We are awaiting word from the FAA to when we will push this out to airport tenants for safety control.
- h. **Parking Garage Repairs:** The structural repairs to the garage are almost complete with temp/drive on the SE corner. We will close the current exit so that repairs can be made. This project should be complete by the end of May 2020.
- i. **Taxiway C & J Rehabilitation Project:** We put this project out to bid. Juliet will be replaced and P4 will be demolished and moved to the NE of runway 22 approach. Bid opening will be in February 2020.
- j. **Upcoming 2020 Projects – Future projects for the Dept of Aviation include Terminal Window Refurbishment, HVAC, Airfield Mowers, Roof Top Units for Jet Bridges and Bag System updates.**
- k. **Tour Program Update – We are now using the WOW System for setting up school field trips. In 2019 we have seen over 1000 students. We also have visited the surrounding area schools and have given numerous presentations on the airport.**

ITEM 7: Discussion of Other Initiatives:

- a. **FAA possible cancellation of Instrument Flight Procedures:**
We have formulated a letter to the FAA about this cancellation.
- b. **General Aviation Landing Fee Discussion:**
We have looked at the structure of the landing fees, FAA wants to make sure this program is equal for everyone. Based aircraft and all military are exempt.
- c. **Board Members Photos/Tags:** We are in the process of having all this completed.
- d. **Therapy Animals:** The airport will look into this service and see if this is something that will be useful in AMA.

ITEM 7: Adjournment. There, being no further business, Thomas Devlin moved to adjourn the meeting. The meeting adjourned at 11:53 a.m. This meeting was recorded and all comments are on file with the Department of Aviation.

Thomas Hickman, Chairperson

ATTEST:

Kiley Navarrete, Board Secretary