

MINUTES

On this 9th day of February 2016, the Airport Advisory Board of the City of Amarillo, Texas BOARD met at 10:30 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
Jim Mitchell	YES	24	23
Robert Dempsey	NO	20	13
John Whitaker	YES	21	20
John Denton	NO	9	7
Bill Harris	YES	9	7
Ralph Pedigo	YES	6	6

Also in attendance were:

Sara Freese, AAE
Kiley Navarrete

DIRECTOR OF AVIATION, CITY OF AMARILLO
RECORDING SECRETARY, CITY OF AMARILLO

ITEM 1: Call to Order. Jim Mitchell established a quorum and called the regularly scheduled meeting of the Airport Advisory Board to order at 10:33 a.m.

ITEM 2: Approval of Minutes from Regular Meetings held on October 12, 2015. Motion was made by Bill Harris, seconded by Ralph Pedigo and unanimously carried to approve such minutes as written.

ITEM 3: Approval of 2016 Meeting Schedule for Airport Advisory Board. Motion was made by John Whitaker, seconded by Ralph Pedigo and unanimously carried to approve 2016 meeting dates.

April 11, 2016
July 11, 2016
October 10, 2016
January 23, 2017

ITEM 4: Consider and Recommendation: Displaying New Artwork in the Terminal Building per Art in Public Places Policy. Artwork was presented to the Airport Advisory Board and a motion was made by Ralph Pedigo, seconded by Bill Harris and unanimously carried to approve artwork display for the Terminal Building per the Airport Public Art Policy.

ITEM 5:

1. Presentation and Discussion of Airport Activities and Projects:
 - a. Finance, Contracts and Planning Committee met on December 8, 2015 to see a high level view of the Master Plan and what it entails with RS&H.
 - b. Overview of Master Plan process was presented by Amanda O’Krongley with RS&H. This Master Plan Process will be broken into four phases, Pre-Planning, Investigation Phase, Solutions Phase and Implementation Phase. This process will take approximately 15 months to complete. Project completion – January 2017.
 - c. Director of Aviation Report: Sara Freese discussed the 2015 year end enplanement report. Mrs. Freese also informed the Airport Advisory Board that on Jan 28, 2016

our office met with property managers from all four current airlines to start airline lease negotiations. Mrs. Freese introduced new employee, Carlos Ortega, Airport Operations Manager. She also introduced a change in titles for current airport staff. Mrs. Freese announced that Taxiway Charlie Reconstruction is moving forward and provided a layout of the proposed construction. This will go out for bid on March 17, 2016. This project should start construction phase somewhere between July 2016 – October 2016.

ITEM 6: Adjournment. There, being no further business, Jim Mitchell moved to adjourn the meeting. The meeting adjourned at 11:20 a.m. This meeting was recorded and all comments are on file with the Department of Aviation.

Jim Mitchell, Chairman

ATTEST:

Kiley Navarrete, Board Secretary