

STATE OF TEXAS  
COUNTIES OF POTTER & RANDALL  
CITY OF AMARILLO

**MINUTES**

On this 9<sup>th</sup> day of October 2017, 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.

<b>VOTING MEMBERS</b>	<b>PRESENT</b>	<b>NO. MEETINGS HELD SINCE APPOINTMENT</b>	<b>NO. OF MEETINGS ATTENDED</b>
John Denton	YES	15	13
Bill Harris	YES	15	12
Ralph Pedigo	YES	12	12
Thomas Hickman	YES	4	4
Thomas Devlin	YES	4	4

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. Chairperson Thomas Hickman established a quorum and called the regularly scheduled meeting of the Airport Advisory Board to order at 10:29 a.m.

**ITEM 2:** Approval of Minutes from Regular Meeting held on July 10, 2017. Motion was made by Bill Harris, seconded by John Denton and unanimously carried to approve such minutes as written.

**ITEM 3:** 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 Bill Harris, seconded by Thomas Devlin and unanimously carried to approve artwork display for the Terminal Building per the Airport Public Art Policy.

**ITEM 5:** Presentation and Discussion of Airport Activities and Projects:

- a. Master Plan Status: The Master Plan is now awaiting FAA approval at this time, this process could take 90-120 days for return.
- b. Minimum Standards/Rules/Regulations/Update: The Department of Aviation hosted a public meeting on September 21, 2017. There were no major concerns or comments from this meeting. We have incorporated all recommendations and changes at this time. We have returned this to the consultants and are awaiting comments at this time.
- c. Apron Isolated Panel Replacement: This project has now started, Silver Creek Construction will complete this project in an estimated 255 days.
- d. CCTV and Access Control System: This project is currently waiting on the engineer to finalize plans. This project is estimated to start in February 2018.
- e. Air Service Development Initiatives / Airline Update: Enplanement reports are down 1% due to major weather this past month. We are waiting to hear on the new American Airlines Phoenix service.

- f. Mechanical Systems Upgrade: The Boiler Replacement project is currently underway. The contractor for this project is West Techs. The boilers are all onsite and will be up and running in the next couple of months.
- g. FAA Part 139 Certification Inspection: The FAA Part 139 inspection went well with no discrepancies.
- h. East End Drainage Project: We will be adding five more monitoring wells and will extend this project by another year. These monitoring wells are required by TCEQ.
- i. Customer Impression Projects:
  - a. Rental Car Return Sign – Revamp this sign and add some proper lighting.
  - b. Airport Entrance Sign/Flag – Redo and improve this entrance sign.
  - c. Bag Claim Area and CVC Project – Staff will use wood from old terminal building and build this new display.
  - d. Rick Husband/NASA Tribute Area – Area near the ticket counter will be turned into a Rick Husband tribute area.
- j. Industrial Aviation Development: The department has been working with numerous area partners to develop the industrial aviation area within the airport.
- k. Special Use Airspace Consideration: The department has been working with Bell Helicopter and discussing the use of the airport as a testing facility.
- l. Ground Transportation and TNC's: This will be included in the Minimum Standards and will be looked at in this process.
- m. Marketing Efforts: We are working on marketing with KVII and a drone for news related events. This will show the airport name and logo when used during news events and recordings.

**ITEM 5:** Adjournment. There, being no further business, John Denton moved to adjourn the meeting. The meeting adjourned at 11:05 a.m. This meeting was recorded and all comments are on file with the Department of Aviation.

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Thomas Hickman, Chairperson

ATTEST:

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Kiley Navarrete, Board Secretary