

MINUTES

On this 17th day of November 2020, the Airport Advisory Board of the City of Amarillo, met at 10:00 a.m. virtually for a Regular Meeting Virtually.

VOTING MEMBERS	PRESENT	NO. MEETINGS HELD SINCE APPOINTMENT	NO. OF MEETINGS ATTENDED
John Denton	YES	23	20
Thomas Devlin	YES	12	11
Kevin Golden	YES	2	2
Thomas Hickman	YES	12	12
Chuck Speed	YES	2	2

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 10:13 a.m.

ITEM 2: Approval of Minutes from Regular Meeting held on January 14, 2020. Motion was made by Thomas Hickman, seconded by Thomas Devlin, and unanimously carried to approve such minutes as written.

ITEM 3: Approval of Artwork Displayed in the Terminal Building. Motion was made by Chuck Speed, seconded by John Denton, and unanimously carried to approve such minutes as written.

ITEM 4: Presentation and Discussion of Airport Activities and Projects:

- a. Air Service Activity Update: Compared to last year our numbers are about a 50% difference. This is just above the national average. We forecast that numbers will not be back too normal until May 2021.
- b. ISO Certification: This is the quality management system for the Dept of Aviation. We are now in the 2nd phase and inputting procedures and data input.
- c. Marketing Business Development: The Dept of Aviation is sending out a new brochure of the Airport to warehouses, aviation companies to attract business opportunities and bring them to Amarillo. This would help to develop the east side of the airport property.
- d. Taxiway P4 & J Rehabilitation Project: – This project has been awarded to the lowest bidder IHC. The first Notice to Proceed for mobilization has been sent. At the end of January, we will send out the second Notice to Proceed. This project should start the beginning of February. This project consists of moving P4 in a new location and the reconstruction of Juliet. Completion is estimated at the end of October 2021.

- e. Upcoming 2021 Projects: Grant funded projects in 2021 consist of P4 & Juliet, Snow Removal Equipment, SRE Building Roof, Rosenwald & Batson, REIL Replacement and PCI & PMP. Airport Funded projects in 2021 consist of Bag Belt Carousel in the bag system, 1 Terminal Air Handler, Bldg. 602 Fire suppression, 2 New Vehicles and Terminal Environmental Controls.
- f. Parking Garage Wildlife Control: During covid-19 down times the Dept of Aviation took advantage of the empty garage and parking areas. We have spent a lot of time and energy on this project. To date we have had no complaints and continue to enhance the wildlife control in the garage and pedestrian walking areas.
- g. Safety Management System: This program is complete; we are waiting for the FAA to move forward. Training for this program will be sent out in Feb 2021.

ITEM 5: Discussion of Other Initiatives:

- a. Aircraft Parking and Hangar Issues: The new TacAir Terminal Building will be opening in February 2021. The damage done to the TacAir Corporate hangar by the windstorm will be fixed or replaced in the near future. IAC has helped with airplane storage after this damage was done.

ITEM 7: Adjournment. There, being no further business, Thomas Devlin moved to adjourn the meeting. The meeting adjourned at 10:59 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