

MINUTES

On this 11th day of January 2022, 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	26	23
Thomas Devlin	YES	15	14
Kevin Golden	YES	5	4
Thomas Hickman	NO	15	14
Chuck Speed	YES	5	5

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. Chuck Speed 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 October 12, 2021. Motion was made by Thomas Devlin, seconded by John Denton, and unanimously carried to approve such minutes as written.

ITEM 3: Approval of the Airport Artwork Policy. Motion was made by John Denton, seconded by Thomas Devlin, and unanimously carried to approve such minutes as written.

ITEM 4: Approval of the Airport Artwork Loan Agreement. Motion was made by John Denton, seconded by Thomas Devlin, and unanimously carried to approve such minutes as written.

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

- a. Terminal Chimney Repair: On the Southwest corner of the terminal building is a chimney that holds the flue for the terminal boilers. This structure is failing and needs to be taken down and rebuilt for safety precautions. This was put out for public bid with no responses. This will now go through a Buyboard purchase for completion of this project.
- b. Baggage Carousel Rehabilitation: This project is for the airport side of the bag belt system. This system was installed in 2011, parts and material can no longer be found. This system needs to be upgraded at this time. This system runs 18 hours a day 365 days a year. This is now in the design phase with RS&H and BMP, then this project will go out for public bid.
- c. Taxiway P4 & J Rehabilitation Project: This project is 99% complete. There are a few items left on this project including erosion control, and some electrical. All the area is open to aircraft currently.

- d. Demolition of Old Buildings: This demolition will include the old FAA building and two old rental car light maintenance buildings. This was approved by City Council in December and now waiting on all the documents to be processed.
- e. Parking Garage Elevator: We received no bids the first or second time this was sent out for public bid. The project was re-worked and sent out a third time for public bid. Purchasing received one bid that was then changed to non-responsive due to not all bid documents returned to purchasing by bidder. This project will now be moved to purchase off the Buyboard with RS&H overseeing this purchase. This project will include a refurb to the current elevator and a new elevator.
- f. TSA CTX Machine Recapitalization: This project was sent out for public bid for a second time due to funding. RS&H is currently evaluating all bids received. This project will then go for Council approval.
- g. SRE Building: This project was awarded to Panhandle Steel Buildings. The Notice to Proceed for mobilization will soon be sent. This project includes roof replacement, lighting, heating, insulation, and overhead doors. This project is a FAA funded project.
- h. Parking Lot and Loop Road Rehabilitation: This project will include the outdoor lot and preferred lot, drainage, asphalt issues, new paint, and new pay plaza. Rosenwald and Batson streets will be FAA funded and include all new pavement. We would like to have both projects done during the same time frame.
- i. Terminal Basement Plumbing: The terminal building has some left over maintenance that is needing to be complete after the new boilers were installed. This project was also put out for bid with no response. We will be moving this to a Buyboard purchase through RS&H.
- j. Terminal Generator Study: There was a study needed after the Aug 2020 windstorm that took out power to the terminal building and the winter storms in 2021. We are currently waiting on the study to be completed at this time by RS&H.
- k. Terminal Building HVAC Systems and Air Handlers: This project is overseeing the Terminal Building Environmental Controls. This will change our current system to an open-source network. This will include air handler 14 first and be completed during other projects.
- l. Special Use Airspace: 2016 started industrial aviation that is well suited for this initiative. Large industry partners are wanting to do business with our airport. Wolpert is assisting with this project and had an analysis completed to find that our airspace could handle this. On 01/19/2022 we began phase 2 on operation. We will now engage FAA and Albuquerque and conduct the high low altitude testing for military and commercial.
- m. Staff Benchmarking Study: RS&H is currently working on this study; they are comparing our airport staffing with other airports and all the different systems that we maintain on a daily basis. When complete this study will be taken to our Human Resources Department and to City Management.

ITEM 6: Adjournment. There, being no further business, Chuck Speed moved to adjourn the meeting. The meeting adjourned at 11:28 a.m. This meeting was recorded and all comments are on file with the Department of Aviation.

Chuck Speed, Vice Chairperson

ATTEST:

Kiley Navarrete, Board Secretary