

MINUTES

On this 11th day of October 2022, the Airport Advisory Board of the City of Amarillo, met at 10:00 a.m. for a Regular Meeting.

VOTING MEMBERS	PRESENT	NO. MEETINGS HELD SINCE APPOINTMENT	NO. OF MEETINGS ATTENDED
John Denton	YES	29	25
Thomas Devlin	YES	18	17
Kevin Golden	YES	8	6
Thomas Hickman	NO	18	16
Chuck Speed	YES	8	8

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. Mr. Speed, Vice Chairman, established a quorum and called the regularly scheduled meeting of the Airport Advisory Board to order at 10:06 a.m.

ITEM 2: Approval of Minutes from Regular Meeting held on July 12, 2022. Motion was made by Thomas Devlin, seconded by John Denton, and unanimously carried to approve such minutes as written.

ITEM 3: Approval of Artwork in the terminal building. Motion was made by John Denton, seconded by Thomas Devlin, and unanimously carried to approve artwork to be displayed in the terminal building.

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

- a. Terminal Chimney Repair: This project will soon be in the design phase.
- b. Make-Up Baggage Carousel Rehabilitation: This project is highest priority currently. This project is in design, and we do have a plan in place for any failure on the current system.
- c. Parking Garage Elevator: This will be awarded to the vendor on October 25, 2022, for \$1.1 million. This project will add a new elevator and refurbish the existing elevator to the Airport's parking garage.
- d. TSA CTX Machine Recapitalization: The CTX Project is currently in the construction phase. The OTA has been modified for 100% reimbursement. January 23rd will begin in-terminal construction and it should be completed by in the spring 2023.
- e. SRE Building: The SRE Modifications are at 95% complete. There are still a few items such as window replacement and door replacement that need to be completed.

- f. Parking Lot and Loop Road Rehabilitation: This project is currently in design at 60% completion. We are having estimates done for either asphalt or concrete options for the loop road portion of this project, which will be FAA funded. The parking lot portion of the project will be solely airport funded.
- g. Terminal Basement Plumbing: This project has been awarded to Panhandle Steel Buildings and is currently waiting on mobilization and materials.
- h. Emergency Power (Terminal): This will be an AIG Grant Funded project and is currently in design. This project will be sent out for public bid.
- i. Building HVAC Systems and Air Handlers: This project has been awarded to Panhandle Steel Buildings. There is a 30-week lead time on the air handler equipment. The environmental controls project has been awarded to TRANE and is moving forward.
- j. Special Use Airspace: Woolpert (our subcontractor) reached out to Texas A&M in Corpus Christi to see if they would be willing to join our project. We asked them to partner with us to provide advice and oversight of the project. These discussions continue and they seem very interested in joining us. Woolpert has also reached out to Bell for more information about their airspace needs, with the possibility of us expanding our airspace request to the FAA.
- k. Airport History Day: Airport History Day will be held on October 27, 2022, from 9:00am – 4:00pm in the Airport Conference Rooms. Channel 7 will be running advertisements for this day along with an Airport History Week story.
- l. Off Airport Development: The Dept. of Aviation has a new position posted for an Airport Land and Business Development Coordinator. This position will be tasked with developing the 300 – 400 empty acres that the airport has available.
- m. Taxi & TNC Issues: The airport has seen issues with not having taxi cabs and TNC's available in the night hours. The department has reached out to various companies to try and work through this but at this time we have not been able to find a workable solution.
- n. Rental Car RFP: This is currently out for bid, the pre-bid will be held on October 13, 2022, and be completed in December 2022.
- o. Airline Agreements: The Airline Lease Agreements are all currently running month to month. After the first of the year the department will start to prepare the new agreements and are hoping to have them signed and approved by October 1, 2023.
- p. U.S. Customs Office - The Department of Aviation has communicated with the Customs Dept. that we will not be able to fund the new building that has been requested. This new building is estimated at 3.1 million dollars. The department has not heard a response from them at this time.

ITEM 5: Adjournment. There being no further business, Mr. Speed moved to adjourn the meeting. The meeting adjourned at 11:08 a.m. This meeting was recorded, and all comments are on file with the Department of Aviation.

Mr. Chuck Speed, Vice Chairperson

ATTEST:

Kiley Navarrete, Board Secretary