

STATE OF TEXAS
COUNTIES OF POTTER & RANDALL
CITY OF AMARILLO

MINUTES

On this 13th day of July 2015, 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	22	21
Robert Dempsey	YES	18	13
John Whitaker	YES	18	19
Bob Murray	YES	13	11
Duane Rosa	NO	10	9
Dr. Jack Waller	YES	10	7
John Denton	YES	7	6
Bill Harris	NO	7	5
Ralph Pedigo	YES	4	4

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 10:30 a.m.

ITEM 2: Approval of Minutes from Regular Meetings held on April 13, 2015. Motion was made by John Denton, seconded by Bob Murray and unanimously carried to approve such minutes as written.

ITEM 3: Approval of artwork display by Cal Farley's Boys Ranch Student Art in terminal building and take appropriate action. Motion was made by John Denton, seconded by Bob Murray and unanimously carried to approve.

ITEM 4:

1. Discussion of Airport Activities and Projects:

- a. New Parking Lot Management Firm - Mrs. Freese states that Republic Parking has been onsite and operational since April 1, 2015.
- b. Airport Airline Leases Negotiation - Mrs. Freese announced airport staff has been working on a draft lease agreement to start negotiations with the airlines. Current lease agreements were created in 1996, and are currently on year-to-year terms. Airport staff expects to start the negotiations in early Fall.
- c. Airport FY 15/16 Budget Review - Freese explained that the fiscal year for the City of Amarillo begins on October 1, 2015. Mrs. Freese stated that this fiscal year she would like to focus on the employees of our department while continuing to keep expenses within reason.
- d. Airport Capital Equipment Purchases - Mrs. Freese stated the airport has submitted a grant application in June for a new ARFF truck and two new snow brooms. This equipment has a 300 day lead time, and expected to arrive mid 2016.

e. Airport Construction Projects

- a. Fiber Installation Project – Mrs. Freese explained that the City of Amarillo went out for bid to bore and run fiber for the new parking system upgrade of equipment. This project should be completed in the middle of August 2015.
- b. Asphalt Repairs – Mrs. Freese stated that the Department of Aviation went out for three quotes for repair of the front terminal drive and rewarded to the lowest bidder for repairs. Repairs should be complete by the next board meeting.

ITEM 5:

1. Presentation and Discussion Items:

- a. AMA Enplanement Report. Mrs. Freese explained that the airport has changed format on the enplanement report to include both month over month and year to date comparisons.
- b. Airport Operating Comments – No Comments at this time.

ITEM 6: Public Comments. Dr, Jack Waller presented the newspaper clipping about Director of Aviation Safe Freese, from the Amarillo Globe News. It stated that Sara was elected to the AAEE Executive Board of Directors.

ITEM 7: Adjournment. There, being no further business, Jim Mitchell 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.

Jim Mitchell, Chairman

ATTEST:

Kiley Navarrete, Board Secretary