

# AIRPORT DEVELOPMENT BOARD

May 8, 2013

## MINUTES

**MEMBERS PRESENT:** Lawrence Gill, Chairman, Woody Gilliland, Vice Chairman, Michael Redden, Myrna Grigsby, Kirk Thaxton, Gray Bridwell, David Lynn, Stan Egger, Joe Crowder

**MEMBERS ABSENT:** Cindy Haley, Jacque McCoy

**AIRPORT STAFF:** Don Green, Chris Taylor, Melissa Murphy, Alex Cargile

**CITY EMPLOYEES:** Richard Burdine, Assistant City Manager, Daniel Santee, City Attorney

**VISITORS:** Tiffany Walden – Abilene Reporter News, Frank McIllwain – Garver Engineering

**1. Call to order**

Mr. Gill called the Airport Development Board meeting to order at 3:35 pm.

**2. Introduce visitors**

Tiffany Walden with the Abilene Reporter News and Frank McIllwain with Garver Engineering were introduced.

**3. Consideration and Action approving minutes of the April 2013 meetings**

Mr. Gill asked if there were any corrections to the minutes of the April 2013 meeting. Hearing none, the April 2013 meeting minutes stood approved as distributed.

**4. Economic Development Report**

Economic Development is working on a strategy to handle the possibility of Eagle Aviation Services being spun off. They are currently looking at other potential vendors who may be interested in having their work serviced at EASI. The smaller Regional Jets that EASI currently serviced are leaving the fleet.

**5. Airport Management Report:**

**a. AMR Bankruptcy/Merger**

No major developments on the Bankruptcy or Merger. There has been no word on DOT or DOJ approval of the merger at this time.

**b. Review and Acknowledgement of Statistical Reports**

The March statistics report was amended for this meeting, correcting a spreadsheet error. Revenue passengers are up 2% for the month. The new flight being operated by ExpressJet will not be operated by American Eagle. The parking lot revenues are up 5.6% for the year.

**c. Regulatory and Legislative Issues Update**

There have been no major updates at this point. The FAA has decided not to reduce operating hours for towers operating under 24 hour a day schedules. Sequestration may have limited impact on the tower.

**d. TRACON Consolidation**

There have been no major changes regarding the TRACON consolidation.

**e. Sequestration**

**f. Update on Current Projects –**

**Taxiway C Reconstruction-** The final inspection will be done during the month.

**Parking Lot Repair-** Discussed ways to prevent and deal with cracking.

**Tower Demolition-** There will be a pre-demolition meeting. The tower is expected to be demolished by August 31, 2013.

**Projects in design –** Taxilane M, N, P design has begun.

Unobligated AIP funding is being used to fund the FAA. The full impact is not known. It is possible that a large reduction in funding would result in a project being completed across two years.

**g. Air Service and Business Development Update**

The VIP Program has been outsourced. The interface has been redone and it is up and running. Rewards have been sent out to over a hundred people.

The new website is launching this week. It should be up and running within the next week.

The KTXS website has a section on their website where a business can show videos about their business. The airport developed an operations video, showing activities at the airport.

**h. Discuss Board Retreat**

A potential board retreat would provide a more in-depth meeting to discuss air service development and airport improvements. Currently looking at July 10<sup>th</sup>.

**Executive Session:**

**Pursuant to Govt. Code Section 551.072, a governmental body may conduct a closed meeting to deliberate the purchase, exchange, lease or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person. Additionally, Section 551.087 allows a governmental body to discuss or deliberate on commercial or financial information that has been received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the City and with which there may be ongoing negotiations or deliberate the offer of a financial or other incentive to a business prospect. Further, Section 551.071 provides that a governmental body may seek advice from its attorney regarding a pending or contemplated litigation subject, settlement offer, or attorney-client privileged information. After discussion in executive session, any action or vote will be taken in public.**

There was no Executive Session during this meeting.

**6. Consideration and Action to recommend approval of the airside engineering services contract.**

The City conducted a Request for Qualifications for airside engineering services. There were 8 potential engineers. Three were selected for interviews. Garver Engineering was chosen.

Other companies bidding were, URS, KSA, RS&H, CP&Y, Kimley Horn, Armstrong Engineering, and Park Hill Smith.

Motion to accept recommendation made by Ms. Grigsby, seconded by Mr. Crowder. Motion approved.

**7. Adjourn.**

Motion to adjourn at 4:08 pm made by Mr. Crowder. Seconded by Ms. Grigsby. Motion passed.

Signature of Chairman to confirm minutes: \_\_\_\_\_ Date: \_\_\_\_\_