

AIRPORT DEVELOPMENT BOARD

August 13, 2014

MINUTES

MEMBERS PRESENT: Lawrence Gill, Chairman, Woody Gilliland, Vice Chairman, Joe Crowder, Cindy Haley, Michael Redden, Gray Bridwell, Stan Egger, Tammy Virden

MEMBERS ABSENT: Kirk Thaxton, David Lynn

AIRPORT STAFF: Chris Taylor, Alex Cargile, Kate Alvarez

CITY EMPLOYEES:

VISITORS: Merry McKenna, Moose's Snack Shack, Kimberly Sears, KTAB

1. Call to order

Mr. Gill called the Airport Development Board meeting to order at 3:30 pm.

2. Introduce Visitors

Kimberly Sears with KTAB was introduced.

3. Consideration and Action approving minutes of the June 2014 meeting.

Mr. Gill asked if there were any corrections to the minutes of June 2014 meeting. Hearing none, the June 2014 meeting minutes stood approved as distributed.

4. Finance and Operations Sub-Committee Report

Mr. Gill discussed the upcoming FY 2015 budget as well as the status of the FY 2014 budget for the years end.

5. Facilities and Planning Sub Committee Report

Mr. Gilliland discussed the potential bonds that may occur within the next 5 years. These are projects that the airport anticipates failing within the next 5 years. This includes AIP augmentations.

Mr. Taylor discussed the potential bonds in detail:

Replace Jet Bridges: Showing their age, breaking down more frequently, and expect major problems with parts becoming scarce. \$900,000

Replace Original Terminal Ramp Lamp Poles: \$45,000

First Floor and Gate Area Restroom Renovations: \$600,000

Replace Terminal Interior Lighting: Replace with LED energy efficient lighting \$200,000

Replace Airport Fire Station Generator: Currently only able to operate 1/3 of the stations power. Expected to fail within the next 5 year bond cycle. \$20,000

Adjacent Land Development: Expansion of airport property. \$3,500,000

Replace Terminal Seating: Airport seating is original to 2002 and is starting to show wear and tear. \$50,000

CIP Grant Matches and Pre-Funding - \$9,200,000 (approximately \$6,000,000 reimbursed by the FAA in FY16)

Airport Landscaping Improvements – New irrigation and landscaping along Airport Blvd and Navajo Cr. Better aesthetics for the airport. \$150,000

6. Airport Management Report:

a. AMR Bankruptcy/Merger

There has been no new information released.

b. Review and Acknowledgement of Statistical Reports

In July there was a 9% enplanement increase over 2013. In June there was a 17% increase. There was a 20% parking revenue increase in June and 12% in July. Rental car statistics were up approximately 50% for June and July.

c. Regulatory and Legislative Issues Update

The annual certification inspection will be taking place within the next few weeks. This will review the signage and markings on the airport as well as safety procedures and records.

d. TRACON Consolidation

A TRACON conference is coming up and airport staff will provide details to the Board as they arrive. The conference call may involve consolidation discussions.

e. Update on Current Projects –

Taxiways M, N and P Reconstruction- 82% complete

Runway 17L/35R- 9% complete and the asphalt has been milled from the runway.

Runway 17R/35L- Initial testing involved boring into the runway.

Entrance Landscaping

Projects in design

f. Air Service and Business Development Update

The pricing guide shows that air fares remain competitive with DFW, when factoring in driving.

Mrs. Alvarez performed a survey of customers to find their city of origin. This will help to locate the airports' target market. The survey also noted that a large percentage of travel was leisure travel. This was to be expected due to summer travel.

Discussions with Envoy Airlines found that air prices are down and travel is up.

The airport is looking at adding a customer service training system to the requirements for security badges.

Merry McKenna discussed the Moose's company becoming an LLC. The beer and wine permit are in the final stages.

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.

The Airport Development Board did not enter into executive session.

7. Consideration and Action to recommend airport projects to the Bond Election Committee.

This action was not taken. It was not necessary to approve this action by the board; however the board was briefed on the upcoming airport projects to be presented to the Bond Election Committee.

Potential bond projects were discussed in the Facilities and Planning Sub-Committee in section 5.

8. Consideration and Action to recommend approval of Temporary Use Agreement with EAA.

This item would recommend approval of a temporary use agreement with the EAA for their annual Fly-In. This lease agreement protects the City and the EAA.

Mr. Bridwell is a member of the EAA. He did not vote for this reason.

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

9. Adjourn.

Motion to adjourn at 4:09 pm made by Ms. Haley. Seconded by Mr. Crowder. Motion passed.

Signature of Chairman to confirm minutes: _____ Date: _____