

AIRPORT DEVELOPMENT BOARD

September 14, 2016

MINUTES

MEMBERS PRESENT: Lawrence Gill, Chairman, Woody Gilliland, Vice Chairman, Joe Crowder, Mary Lee Brooks, Gray Bridwell, Michael Redden, Cindy Ramsey, Tammy Virden, David Lynn

MEMBERS ABSENT: Stan Egger, Kirk Thaxton

AIRPORT STAFF: Don Green, Kate Alvarez, Alex Cargile

CITY EMPLOYEES: Stanley Smith, City Attorney

VISITORS: Gary Stevens, Hardin-Simmons University, Zakk Ottmerg, BHS, McKinsey Arrott, BHS

1. Call to order

The meeting was called to order at 3:36pm

2. Introduce visitors

Mr. Gill introduced Mr. Gary Stevens to the board.

3. Consideration and Action approving minutes of the July 2016 meeting

Mr. Gill asked if there were any corrections to the minutes for the July 2016 meeting. There was a correction changing Mr. Gilliland to Mr. Gill in section 3. Motion to amend and accept was made by Mr. Redden and seconded by Mr. Crowder. Motion approved.

4. Marketing and Development Sub-Committee Report

Mr. Crowder discussed social media requests by the City. The City has asked it's departments to show bond dollars at work via social media. The Airport has also been promoting the TSA pre-check program.

5. Facilities and Planning Sub-Committee Report

Mr. Gilliland presented the Facilities and Planning report. The airport received AIP Grant 46 for FY16 for \$1.2 million. This grant includes funding for the Master Plan Update, Taxiways Sealant design phase and the Security System Update.

The Parking Lot Control System contract is ready upon approval by the Airport Development Board and City Council.

TSTC is moving forward with designs on the new campus.

Runway 17R/35L is 78% complete as of the Facilities meeting. This project surpassed its original timeframe and sits at 120% of the original timeframe.

The Landscape Project was reviewed by Master Gardeners and is ready to go out for bids.

6. Airport Management Report:

a. Review and Acknowledgement of Statistical Reports

The airport was flat on enplanements compared to the previous year. There are hints that the Airport is on an upward turn. Further, BNSF has been travelling out of the airport more frequently.

Parking lot revenue is up approximately \$4,000 for the month with the new parking rate for part of the month.

b. Regulatory and Legislative Issues Update

The FAA has reissued a notice to proposed rulemaking, which would greatly increase the workload of airport staff. This change would task the airport greatly requiring additional monitoring and rules for areas inside the AOA.

c. Update on Current Projects – Mr. Gilliland presented this information in the Facilities and Planning Subcommittee report.

Runway 17R/35L

Entrance Landscaping

FY16 AIP Projects

Parking Lot Revenue System Replacement

d. Air Service and Business Development Update

Airline pricing appears to be coming down.

American has added basic economy class to their airplanes. There is no assigned seating or meals with these seats.

7. Airport History Presentation

Mr. Gary Stevens with Harden Simmons and the West Texas Digital Archives presented a presentation on the history of Abilene Regional Airport. Mr. Stevens discussed the question of where Lindberg landed in Abilene. He discussed his research into the old locations of the airport.

8. Consideration and Action to recommend Council approval of the Airport Master Plan Task Order with Garver.

The Airport Master Plan is a study and plan for the developing the future of the airport. This process usually takes up to 18 months and involves many different stakeholders and committees. In this case the Airport Committees and the Airport Development Board itself will be involved in its development.

This plan was independently reviewed by RS&H and showed that the \$726,000 cost was below the independent engineers pricing at \$780,000.

Motion to accept this action made by Mr. Lynn and seconded by Mr. Gilliland. Motion Approved.

9. Consideration and Action to recommend Council approval of the Taxiways Sealant Project Design Task Order with Garver.

This task order will design the Taxiways Sealant Project to protect and restore the Taxiways. In FY2018 the construction project will be implemented.

The independent fee analysis showed Garver at approximately 6% above their estimate. However, taken with the Airport Master Plan the pricing is effectively evened out, with Garver under the RS&H's price. Total price of the project is \$79,000.

Motion to accept this action made by Mr. Lynn and seconded by Mrs. Haley. Motion Approved.

10. Consideration and Action to recommend Council approval of the contract with Associated Time and Parking Controls.

The parking lot is 8 years old. While the airport had hoped to use this technology longer, the current system is outdated and parts are slowly become difficult to acquire. The company that made the system is out of business. The airport hired a consultant to help write the RFP. This system will work with the new credit card chip technology. The negotiated rate comes to \$176,022. The revenue system will pay for itself over time. There were 5 bidders with Associated Time and Parking chosen.

Security cameras will be part of a later project.

Motion to accept this action made by Mr. Crowder and seconded by Mrs. Virden. Motion Approved.

11. Adjourn.

Motion to adjourn at 4:36 pm made by Mr. Crowder. Seconded by Mrs. Ramsey. Motion passed.

Signature of Chairman to confirm minutes: Lawrence G. Bell Date: _____