

AIRPORT DEVELOPMENT BOARD

October 17, 2017

MINUTES

MEMBERS PRESENT: Lawrence Gill, Chairman, Mary Lee Brooks, Joe Crowder, Randy Williams, David Lynn, Kirk Thaxton, Gray Bridwell

MEMBERS ABSENT: Woody Gilliland, Vice Chairman, Michael Redden, Kathy Keane, Cindy Ramsey

AIRPORT STAFF: Don Green, Chris Taylor, Kate Alvarez

CITY EMPLOYEES: Stanley Smith, City Attorney

VISITORS: Bruce Kreitler, Abilene City Council, Bob McMillan, Abilene Aero, Derek Mayo, Bill Noonan, Parkhill Smith & Cooper

1. Call to order

The meeting was called to order at 3:34pm

2. Introduce visitors

The Board introduced visitors Bruce Kreitler, Abilene City Council, Derek Mayo and Bill Noonan with Parkhill Smith & Cooper and Bob McMillan with Abilene Aero.

3. Consideration and Action approving minutes of the September 2017 meeting

Mr. Gilliland asked if there were any corrections to the minutes for the September 2017 meeting. Hearing none, the minutes stand approved as distributed.

4. Finance and Operations Sub-Committee Report

Mr. Lynn presented the Finance and Operations report. The escalator and elevator projects were discussed. Mr. Green has asked the subcommittee to review consultants for the rates and charges project. The committee will look at the methodologies used as well as the consultants themselves.

5. Marketing and Development Sub-Committee Report

Mr. Crowder deferred this report. The meeting took place two months prior so the information may been out of date.

6. **Airport Management Report:**

Review and Acknowledgement of Statistical Reports

There has been a drop of enplanements for the third month in a row. Last year there was an increase each month. In the spring, American increased prices in the Abilene market. American also pulled the 5:30am departure. The Abilene economy is flat compared to last year. Mr. Dale Morris with American Airlines has stated that they are making money in Abilene. Parking revenue is down 2% for the month.

Mrs. Alvarez discussed the pricing guide. Mr. Morris with American has stated that longer term bookings have had their prices increased. This has been reflected in the monthly pricing guides. Mr. Crowder discussed the airlines shift to three tiers of passenger seating. Due to the limited availability of basic economy seats on regional flights, often passengers are pushed into higher priced seats when travelling out of Abilene.

Regulatory and Legislative Issues Update

Update on Current Projects –

Entrance Landscaping – The landscape architect is looking at the stormwater prevention plan and added wording to the bid.

Parking Lot Revenue System Replacement – Substantially Complete and entering warrantee.

Master Plan – Continues with no changes.

Security System Upgrade – Substantially Complete and entering warrantee.

Runway 17R/35L PAPIs – FAA managed program. Expected completion date November 10.

Air Service and Business Development Update

The TSA's change to screening relating to food and cell phones has gone better than anticipated. The basic economy costs are being evaluated for the monthly report. Basic economy is also a customer service risk which the airport is watching. 9 SAABs remain in storage. The Pre-Check program took place the week of September 11th with 300 applicants.

7. **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. Additionally, Section 551.076 provides that a governmental body may conduct a closed meeting to deliberate the deployment, or specific occasions for implementation, of security personnel or devices; or a security audit. After discussion in executive session, any action or vote will be taken in public.

1. **Escalator Replacement Contract**
2. **Air Service Consultant Update**

The Executive Session entered into at 4:13 and exited at 4:36 with no decisions being made.

8. Discussion and Vote to recommend approval of the Escalator Replacement Contract

The Board voted to table this item.

Mr. Crowder motioned to table Item 8, seconded by Mr. Williams. Motion approved.

9. Discussion and Vote to recommend approval of the Taxiway Seal Coat Contract

This discussion was tabled in the previous meeting. Motion to un-table the item made by Mr. Thaxton and seconded by Mr. Crowder.

The City accepted three bids, with the lowest bid being Maxwell Asphalt. There was some question about the quality and reliability of a company not based in Texas. Especially with regard to warranty work. The project engineer performed some research, contacting Midland and other airports. Midland had minor issues, but Maxwell was responsive with their warranty work. There will be bonds in place. Contacted airports had good things to say about the Maxwell. The proposal came in at \$698,434.84 with \$788,000 being the engineers estimate. The next lowest bid was Little Manufacturing at \$883,679.85. Bontke Brothers came in at \$1,355,974.50.

Motion to approve contract with Maxwell Asphalt made by Mr. Thaxton and seconded by Mr. Lynn. Motion Approved.

10. Discussion and Vote to recommend approval of the Garver Construction Management Contract

This item is for project oversight of the Taxiway Seal Coat project by Garver Engineering at \$84,926. The independent fee analysis came to \$124,000.

Motion to approve contract with Garver made by Mr. Williams and seconded by Mr. Crowder. Motion Approved.

11. Discussion and Vote to recommend approval of an amendment to the Ground Lease with Abilene Aero to install a Self-Fueling Pump.

This amendment would allow for a self-fueling pump for General Aviation aircraft. The location will be in a lighted available location with bollards surrounding it.

Motion to approve made by Mr. Crowder and seconded by Mr. Bridwell. Motion Approved.

12. Adjournment

Motion to adjourn at 5:08 pm made by Mr. Crowder. Seconded by Mr. Bridwell. Motion passed.

Signature of Chairman to confirm minutes: _____ Date: _____