

# AIRPORT DEVELOPMENT BOARD

February 14, 2018

## MINUTES

**MEMBERS PRESENT:** Lawrence Gill, Chairman, Woody Gilliland, Vice Chairman, Joe Crowder, Randy Williams, Michael Redden, Kirk Thaxton, Gray Bridwell

**MEMBERS ABSENT:** David Lynn, Cindy Ramsey, Steve Rodriguez, Kathy Keane

**AIRPORT STAFF:** Don Green, Kate Alvarez, Alex Cargile

**CITY EMPLOYEES:** Stanley Smith, City Attorney

**VISITORS:** Bruce Kreitler, Abilene City Council

### 1. Call to order

The meeting was called to order at 3:31pm

### 2. Introduce visitors

The Board introduced visitors Bruce Kreitler, Abilene City Council.

### 3. Consideration and Action approving minutes of the December 2017 meeting

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

### 4. Agenda Items: Approve New Rules of Procedure

#### 1. Marketing & Development Sub-Committee Report

Mr. Crowder presented the Marketing & Development report for the February 7<sup>th</sup> meeting. Statistics have been relatively flat for the past year. American has had drastic schedule changes throughout the system, including Abilene. The TSA is bringing back to Abilene the TSA Precheck Enrollment Center March 26<sup>th</sup> through the 30<sup>th</sup>.

#### 2. Airport Management Report:

##### a. Review and acknowledgement of Statistical Reports

Enplanements start the year down 4% for revenue passengers. 6% down with charters included. In 2017 the airport started out ahead 6% for the month. The rate changes and schedule changes appear to be having an effect. The economy continues to perform well locally. The airport lost the 7:05am departure. Now the earliest outbound flight is at 8:15am. Business travel may be harmed due to the loss of the earlier flights. For a business meeting, the early flights are required to make early enough connections at DFW. Starting June 4<sup>th</sup>, the 5:09am flight is planned to return. Embraer 140's are returning back to the fleet. American Airline's fares have increased.

##### b. Regulatory and legislative issues update

Mr. Green is planning a trip to Washington to D.C. to speak with Congressman Arrington about airport interests.

c. **Update on current projects:**

**Fire Station Improvements Design-** RFQ for Architectural services is at City Hall for review.

**Master Plan-** The Master Plan Committee will meet in an all-day meeting to discuss what the Master Plan consultants have come up with so far.

**Self-Fueling Tank-** Installed and working.

**Rates and Charges consultant-** Complete and sent to firms.

**Car Rental RFP-** Working on it.

**Taxiways Rehab Project-** On hold until April when there are more consistent temperatures.

**Runway Protection Zone** – Runway 17R’s Runway Protection Zone (RPZ) may conflict with using and expanding the existing old road. The road work may require movement of the fence. The FAA was concerned for future installation of precision approach and that the road movement would affect the Extended RPZ. The airport argued that the controlling obstacle is the elevated roadway of Loop 322. The FAA agreed. One day if the airport adds a precision approach, the airport would need to do a displaced threshold. This would shorten the runway by moving the touchdown spot away from Loop 322. The FAA was also going to require a land release. The previous land release took 9 months. The airport pushed back that this is a public use road, not private and that it provides improved access to the airport. The FAA dropped the land release requirement too. The City and TXDOT are ready to move forward with the road.

3. **Discussion & possible action: Action on Entry Landscape Construction Bid Award**

The low bid came in over \$200,000 higher than the architect’s estimate and budget. The airport is going to rebid after some items are removed from the plan. The final design will be brought before the board.

No action was taken.

4. **Discussion and possible action: Recommend approval of Free Temporary Advertising Space Use for the Abilene Chamber of Commerce.**

The space discussed is the triangle cases inside the revolving doors. The airport has used them for decorations before. The Airport has not advertises in this space. The Chamber would rotate out advertising. If the airport were to get a paying advertiser, the Chamber would have 30 days to remove their display. There is a concern about supporting a business. The Chamber recently created a “non-dues” source of funding by promoting a trip out of another airport. This event could be considered as advertising for a competitor.

Action to table the item made by Mr. Crowder, Seconded by Mr. Williams. Motion passed.

5. **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.**

**a. Air Service Development Update**

Executive Session was entered into at 4:10 and exited at 4:21 with no decisions being made.

**6. Adjournment**

Motion to adjourn at 4:22 pm made by Mr. Crowder. Seconded by Mr. Gilliland. Motion passed.

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