

AIRPORT DEVELOPMENT BOARD

February 20, 2019

MINUTES

MEMBERS PRESENT: Lawrence Gill, Chairman, Woody Gilliland, Vice Chairman, Steve Rodriguez, Randy Williams, Joe Crowder, Gray Bridwell, Kirk Thaxton,

MEMBERS ABSENT: Cindy Ramsey, Kathy Keane

AIRPORT STAFF: Don Green, Chris Taylor, Kate Alvarez

CITY EMPLOYEES: Kelley Messer, City Attorney

VISITORS:

1. Call to order

The meeting was called to order at 3:37 pm.

2. Introduce visitors

There were no visitors in attendance.

3. Consideration and Action approving minutes of the December 2018 meeting

Mr. Gill asked if there were any corrections to the minutes for the December 2018 meeting.

Motion to approve the minutes made by Mr. Gilliland, seconded by Mr. Thaxton. Motion passed.

4. Agenda Items:

1. Airport Management Report:

a. Review and acknowledgement of Statistical Reports

Enplanements are down 3%, which is a little lower than in previous months. American has smaller aircraft flying which means about 500 less seats per month. This is at an 82% load factor with higher fares. At 30 days out, American rates are \$220 higher compared to DFW. Car rental revenue is up. More people are flying into Abilene to rent and drive to Midland. There is a possibility that these customers are flying in, but leaving from Midland's airport.

b. Regulatory and legislative issues update

Mr. Green has a meeting with Congressman Arrington in Washington DC on March 7th. Mr. Green will attempt to get meetings with Senator Cornyn and Senator Cruz. Senator Cruz is now the Chairman of the Senate Aviation and Space Committee. Likely this meeting will be with their staff.

The government shutdown is over. Operationally the shutdown did not have a large effect on Abilene as many continued to work and were paid upon budget approval. There was a lot of community support for the Federal Employees.

Mr. Green met with the FAA on current projects.

Mr. Green is on the board of the Texas Commercial Airports Association which is hosting a legislative day in Austin. The Association is looking at how to best charge companies like Uber and Lyft for operating on airports. Uber and Lyft would like to see a more consistent way of charging.

c. Update on current projects:

Master Plan – Met with Garver, which is working on the financial aspect of the Master Plan. This goes hand in hand with the Capital Improvement Program. The airport is planning a virtual open house to show the Master Plan as it has been updated.

Fire Station Improvements Design – Will have to add space to the ARFF vehicle bays. The cost of expansion is approximately \$1.2million while a new structure comes to \$2.4 million. The FAA is onboard with the new fire station option. The design task order with Corgan will be an increased likely in the next meeting. The existing building will become a maintenance building. This would give maintenance a more central location within the airfield.

Land Use Planning – Coffman Associates is putting together data. A predevelopment meeting with Planning, Water, Streets and Utilities departments was held. It was to ask if there were any issues relating to future development. The airport reached out to a consultant that specializes in Airport development.

Entry Landscape Project – The firm handling this project has become non-responsive. The airport will likely cancel the current contract and explore other options. Sidewalk work would be included if the airport receives the supplemental grant.

Rates and Charges Study – Currently negotiating with American Airlines. Kutchins & Groh the consultant is doing a good job. In approximately a month the airport may come back to the board to approve Phase II of their work which involves rates across the entire airport.

Escalator Repairs – The escalators are up and running. There were minor issues at the start, but Schindler has been very responsive.

SCASD Program – Waiting on DOT to open the grant application at which time the Airport will submit their application.

d. Air Service Development

The SAAB aircraft are gone from their storage area. The airport will perform an RFP for development of this area. It has been approved by the FAA to become non-aeronautical. The fence will be moved later. The City will rezone this area for retail. It will go to Planning and Zoning March 5th. It will then go through the Council process.

The airport will see a new schedule with 7 flights. This will increase seats available around the end of March. Currently looking for an advertising agency. Response has been good.

AirFest is going to be back at Abilene Regional Airport.

2. Committee Reports

- **Facilities & Planning Subcommittee**
- **Finance & Operations Subcommittee**
- **Marketing & Development Subcommittee**

3. Consideration and Action on Fee Waiver for Moose's Airport Café

Recommendation to cancel previous airport lease invoices and future airport lease invoices for the duration of the agreement ending December 31st.

Motion to recommend approving this item made by Mr. Crowder, seconded by Mr. Bridwell.
Motion approved.

4. Consideration and Action on Land Lease with Air-Evac

This item was not discussed.

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.

The Executive session began at 4:16 pm and ended at 4:34 pm with no decisions being made.

6. Adjournment

Motion to adjourn at 4:34 pm made by Mr. Crowder. Seconded by Mr. Bridwell. Motion passed.

Signature of Chairman to confirm minutes: Laurence G. Hill Date: 5/8/19