

AIRPORT DEVELOPMENT BOARD

May 8, 2019

MINUTES

MEMBERS PRESENT: Lawrence Gill, Chairman, Woody Gilliland, Vice Chairman, Steve Rodriguez, Randy Williams, Joe Crowder, Kathy Keane, Cindy Ramsey

MEMBERS ABSENT: Kirk Thaxton, Gray Bridwell

AIRPORT STAFF: Don Green, Chris Taylor, Kate Alvarez, Alex Cargile

CITY EMPLOYEES: Stanley Smith, City Attorney

VISITORS:

1. Call to order

The meeting was called to order at 3:53 pm.

2. Introduce visitors

There were no visitors in attendance.

3. Consideration and Action approving minutes of the April 2019 meeting

Mr. Gill asked if there were any corrections to the minutes for the April 2019 meeting.

Motion to approve the minutes made by Ms. Keane, seconded by Mr. Williams. Motion passed.

4. Agenda Items:

1. Airport Management Report:

a. Review and acknowledgement of Statistical Reports

The statistics are incomplete and were not provided in this meeting.

b. Regulatory and legislative issues update

A bill is proposed in the Texas House to restrict possession of a weapon inside the secured area of the airport.

A Texas bill is looking to regulate a form of Air BNB to rent out parked cars. It does not appear to be in Abilene yet. This bill prohibit airports and cities from charging fees and taxes on this type of rental. The airport feels that this would be an unfair advantage as there are fees for existing rental car companies.

The FAA has an infrastructure bill going through Congress. This could potentially add up to \$2 trillion in funding.

The Airports are lobbying for PFC cap removal. This would increase funding to airport development.

c. Update on current projects:

FAA Supplemental Grant – Currently waiting to see the results of their selections.

Master Plan – Currently on hold until the Supplemental Grant is announced.

Fire Station Improvements Design – Item 5 will address this topic.

SCASD Program – The airport is looking to see what can be provided for the current year's application.

Land Use Planning – Conference call scheduled to discuss draft sight analysis.

Airport Rezoning – Council Approved making the airport a planned development district.

d. Air Service Development

Airlines fares are pretty standard for this time of year.

Airfest went very well. There will be a debrief at a later time.

The airport is participating in the "I Am Abilene" advertising campaign.

2. Committee Reports

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

3. Consideration and Action on Accepting FAA Grants

This item will allow the airport to take the grant award for FY2019 to City Council. FY18 funds were rolled into FY19 funds. This year's funding is \$1,144,884 combining with FY18 at \$2,286,898. This may still go toward the fire station, but is currently awaiting the supplemental grant announcement.

Motion to recommend approving this item made by Ms. Ramsey, seconded by Ms. Keane. Motion approved.

4. Consideration and Action on Airport Fees and Charges

There was no action taken on this item.

5. Consideration and Action to Amend Fire Station design Task Order

Task Order 1 with Corgan was to redesign the Fire Station. After review, construction would be more beneficial overall. This would mean a new design. The design quote will go through an Independent Fee Estimate (IFE) to review the price to make sure it is within estimates. The cost for the design of this construction project would use unspent funding from the redesign project. The amount requested is not to exceed \$303,820. The airport has to build to advisory circulars for ARFF Stations. These ARFF stations have specific requirements that need engineers who specialize in airport design. The airport can future proof a bit, but going beyond requirements can result in costs to the City beyond the grant match. The City owns the current ARFF building and any changes to it will not require reimbursement to the FAA.

Motion to recommend approving this item made by Mr. Ramsey, seconded by Mr. Rodriguez. Motion approved.

6. Consideration and Action to Approve Contract with Advisory Aerospace

Advisory Aerospace has been working with the airport on the land use planning project. The initial goal was to add them as a subcontractor under Coffman. Phase I will look at the labor market in Abilene and discuss topics with AIF and DCOA on economic development as part of the land use planning project. This would include businesses that deal in aircraft, airlines, and other airport related industries. They would help identify companies and their requirements if they were to enter into Abilene. The proposed fee is \$48,000 with up to \$10,000 in travel expenses. This proposal was provided to DCOA as they have experience in industrial development and would benefit Abilene as a whole. DCOA approved \$48,000 and up to \$7,000 in travel expenses. This contract is to be funded by DCOA. This project was added as two items (6 and 7) depending upon the nature of the funding selected by the City. This item contracts with Advisory Aerospace.

The DCOA would also want Advisory Aerospace to look at Five Points and Access Industrial Park. The Airport is not opposed to this addition as additional jobs brings travel for the Airport. Phase I would take approximately 90 days. Phase II would actively recruit companies, but that would be in a later agreement.

Motion to recommend approving item 6 or 7, based upon City decisions and requirements made by Ms. Keane, seconded by Mr. Williams. Motion approved.

7. Consideration and Action to Amend Coffman Associates Agreement

Item included in #6.

8. Consideration and Action on a Funding Contract from DCOA for Aerospace Industry Consulting

This item will accept DCOA funding of \$48,000 for the contract with Advisory Aerospace which includes an additional \$7,000 in travel. The remaining \$3,000 will be covered by the Airport's TSTC land sale fund.

Motion to recommend approving this item made by Ms. Keane, seconded by Mr. Williams. Motion approved.

9. **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.

No Executive Session took place during this meeting.

10. **Adjournment**

Motion to adjourn at 4:41 pm made by Mr. Williams. Seconded by Mr. Crowder. Motion passed.

Signature of Chairman to confirm minutes: Lawrence E. Hill Date: _____