

# AIRPORT DEVELOPMENT BOARD

September 11, 2019

## MINUTES

**MEMBERS PRESENT:** Lawrence Gill, Chairman, Woody Gilliland, Vice Chairman, Joe Crowder, Gray Bridwell, Jordan Hibbs, Cindy Ramsey

**MEMBERS ABSENT:** Steve Rodriguez, Kathy Keane, Randy Williams, Kirk Thaxton, Courtney Queen

**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 3:39 pm.

#### 2. Consideration and Action approving minutes of the August 2019 meeting

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

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

#### 3. Agenda Items:

##### 1. Airport Management Report:

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

American enplanements are up 4% with a 75% load factor. There is an increase in parking lot revenue by 3.6% for the month. On the pricing guide, prices are comparable with Midland. The focus of this report is to look at DFW prices compared to Abilene. At 30 days out, the price difference between Abilene and DFW is lower this month.

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

No items to report.

##### 2. Update on current projects:

**Master Plan** – Meeting with Garver, the engineers and the FAA. The Airport Layout Plan is set, which is a major component to the Master Plan.

**Fire Station Improvements Design** – Meeting with Garver and the FAA will discuss plans for the new Fire Station.

**SCASD Program** – Submitted July 11<sup>th</sup>. Currently awaiting results. The airport hopes that by October 31<sup>st</sup> announcements will be made.

**Land Use Planning**

###### c. Air Service Development

The pricing guide shows prices down from July.

### 3. Committee Reports

- Facilities & Planning Subcommittee
- Finance & Operations Subcommittee

The Airport Development Board wishes to temporarily suspend the Finance and Operations Sub-Committee for 6 months due to lack of participation.

Motion to suspend for six months made by Mr. Crowder, seconded by Mrs. Ramsey.  
Motion passed.

- Marketing & Development Subcommittee

### 4. Consideration and Action on Phase 2 Rates and Charges Contract with Kutchins & Groh

This item is waiting on the upcoming Land Use Plan. There was no action on this item.

### 5. Consideration and Action to Approve an Amendment to the American Airlines Lease and Operating Agreement

American Airlines corporate is asking for more justification of costs. There was no action on this item.

### 6. Discuss Airport Capital Improvement Program

Airport staff made a presentation on the Airport Terminal Improvements plans. This will update furniture, carpet and paint. There was discussion on adjusting the restaurant space to give more room to the terminal offices. The training room is currently downstairs in a baggage area. The plan would also remove the gift shop for additional seating. There are approximately \$535,000 in funds available.

### 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 was entered into at 4:32pm and exited at 4:43pm with no decisions being made.

### 7. Adjournment

Motion to adjourn at 4:56 pm made by Mr. Crowder. Seconded by Mrs. Ramsey. Motion passed.

Signature of Chairman to confirm minutes: Lawrence E. Hill Date: 12/11/19