

AIRPORT DEVELOPMENT BOARD
November 06, 2019

MINUTES

MEMBERS PRESENT: Woody Gilliland, Vice Chairman, Joe Crowder, Jordan Hibbs, Randy Williams, Kathy Keane, Courtney Queen, Kirk Thaxton

MEMBERS ABSENT: Lawrence Gill, Chairman, Cindy Ramsey, Gray Bridwell

AIRPORT STAFF: Don Green, Kate Alvarez, Alex Cargile

CITY EMPLOYEES: Stanley Smith, City Attorney

VISITORS: Suzanne Peyton, Garver Engineering, Elisa Smetana, Abilene Metropolitan Planning Organization

1. Call to order

The meeting was called to order at 3:38 pm.

2. Consideration and Action approving minutes of the September 2019 meeting

Mr. Gilliland asked if there were any corrections to the minutes for the September 2019 meeting.

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

3. Agenda Items:

1. Airport Management Report:

a. Review and acknowledgement of Statistical Reports

This item was not available for this meeting.

b. Regulatory and legislative issues update

No items to report.

2. Update on current projects:

Master Plan – Discussed in Item 7

New Fire Station Improvements Design – 30% Design Completed with Corgan.

SCASD Program - In the Air Service Development Update

Land Use Planning – Looking for MRO Aircraft Service Facilities for economic development. The larger land use planning project should be available in January 2020.

Airport Terminal Updates – Planning is moving forward with durable furniture and carpets to brighten up the Terminal.

c. Air Service Development

The SCASD Grant awards have not been announced yet. A contract with The Retail Coach is creating studies and helping recruit developers for retail development. The Airport will do seasonal advertising.

3. Committee Reports

- **Facilities & Planning Subcommittee**

Mr. Gilliland presented the Facilities and Planning report. The ARFF Construction Design project should be completed by May 1st for AIP Funding available soon after. AISD will be building a Career Technical High School on TSTC's property. This is an approximately 94,000 sf building. Runway 4/22 closure is still on track due to lack of funding.

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

4. Consideration and Action on GSA Lease

This item is not available for action. The City has been working with the TSA for office and storage space. The GSA wants the City to do custodial services for the TSA areas. There is a history of complaints by the TSA, despite not currently providing any custodial services to the TSA. The Airport and Finance departments have worked together to provide them a price for custodial services.

The TSA wants additional space at the Airport for agents working in Abilene, but the TSA has not discussed this with the GSA.

5. Consideration and Action to approve a lease with TAMU Forest Service

The current lease area does not support high capacity aircraft due to concrete weight restriction. The Airport is located very well for aerial firefighting operations. The airport is discussing relocating the Forest Service to the west side of the Terminal Ramp, where concrete is rated for higher weights. This will allow for additional operations and larger aircraft. This may also provide additional fuel flowage fees for the airport, but also additional fuel sales by Abilene Aero. The perimeter fence relocation and other needed improvements would be paid for by the Forest Service. This is a 3 year agreement. The main downside is that the airport could lose ramp space in the event of a major diversion event. The Forest Service expects a bad fire season starting January 1st. The smaller aircraft would likely be relocated to another airport. This would be a lease amendment.

Motion to approve recommendation made by Mr. Crowder, seconded by Ms. Keane. Motion passed.

6. Discussion and Action to allow Temporary Use of Airport for Racing Event

A company called Shift-S3ctor (pronounced "sector") wants to host a racing event called Revvolution. This would utilize the northwest side of the airport. This would be an annual event, but this will be testing the waters. This would utilize Runway 17R. It is a 1 mile timed race on a straightaway. The FAA, the airport tenants and the FBO are agreeable to this event. In previous years the FAA has been opposed to these events, however this time they have been positive. Proposed value to the airport is \$8,000 each year for years 1 and 2. In year 3, there will be a new agreement with a new guarantee and a percentage of the gate fees. This will be regionally marketed by Shift S3ctor.

Motion to approve recommendation made by Ms. Ramsey, seconded by Ms. Queen. Motion approved.

7. Discussion and Possible Action on Airport Master Plan Revision

Ms. Suzanne Peyton gave a presentation on the Master Plan revision. The Rental Car Service Facility design is funded by Customer Facility Charges. The Airport Layout planning covers development and expansion. The Capital Improvement Plan update discussed the projects upcoming for the next five years.

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 4:58pm and exited at 5:32pm with no decisions being made.

8. Adjournment

Motion to adjourn at 5:33 pm made by Mr. Crowder. Seconded by Mr. Thaxton. Motion passed.

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