

# AIRPORT DEVELOPMENT BOARD

February 12, 2020

## MINUTES

**MEMBERS PRESENT:** Woody Gilliland, Vice Chairman, Joe Crowder, Cindy Ramsey, Randy Williams, Kathy Keane, Courtney Queen, Kirk Thaxton

**MEMBERS ABSENT:** Lawrence Gill, Chairman, Jordan Hibbs, Gray Bridwell

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

**CITY EMPLOYEES:** Mindy Patterson, Deputy City Manager, Stanley Smith, City Attorney

**VISITORS:** Cherie Matthew, Mitchell Dickinson, Corgan Engineering

### 1. Call to order

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

### 2. Public Comments

There were no public comments.

### 3. Consideration and Action approving minutes of the December 2019 meeting

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

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

### 4. Agenda Items:

#### 1. Airport Management Report:

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

Enplanements were down in January by 3%. Overall down to 1% compared to 2019. Seats were down 2%. Rental car revenue was down 3%. Parking revenue is up 2.25%. Ticket prices are high this month compared to DFW at 30 months out. The airport will be in contact with American to discuss the high rates.

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

The airport is watching a transportation infrastructure bill being reviewed in Congress. A Passenger Facility Charge limit increase is being examined by Congress.

#### 2. Update on current projects:

**Master Plan** – The FAA is set to approve the Airport Layout Plan.

**New Fire Station Improvements Design** – Corgan Engineering presented a 3D walkthrough showing the design of the New Fire Station. Funding for the construction comes from 3 years of stored AIP Funding. Currently the estimated costs falls under \$4,000,000. The plan is to have the design ready to bid May 1.

**SCASD Program** – Still pending an announcement from the DOT.

**Land Use Planning** – Working with consultants trying to finalize the project. Working with DCOA and AIF.

**Airport Terminal Updates** – Will be working with Corgan Engineering looking to modify the Terminal Building.

**c. Air Service Development**

**3. Committee Reports**

- **Facilities & Planning Subcommittee** - No meeting occurred.
- **Marketing & Development Subcommittee** – No meeting occurred.

**5. Consideration and Action on New Lease with the General Services Administration (GSA) for Transportation Security Administration (TSA) Office Space.**

This lease ended October 31<sup>st</sup>, 2019. The airport has been negotiating with GSA since August 2019. The current rate for the TSA Office Space and Break room is \$10,163/yr. Under this lease the rate is \$15,410/yr increasing each year. This includes custodial services with a rate negotiated between the Airport and Finance departments. This location is 518 square feet and is inaccessible to the public. This is a 5 year lease.

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

**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.

**6. Adjournment**

Motion to adjourn at 4:18 pm made by Mr. Crowder. Seconded by Ms. Ramsey. Motion passed.

Signature of Chairman to confirm minutes: 

Date: 9/9/20