

AIRPORT DEVELOPMENT BOARD

December 2, 2020

MINUTES

MEMBERS PRESENT: Lawrence Gill, Chairman, Woody Gilliland, Vice Chairman, Darrin Black, Jordan Hibbs, Randy Williams, Courtney Queen, Gray Bridwell, Nanci Liles

MEMBERS ABSENT: Kathy Keane, Joe Crowder, Kirk Thaxton

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

CITY EMPLOYEES: Stanley Smith, City Attorney

VISITORS: Dan Booth, KTAB

1. Call to order

The meeting was called to order at 3:34 pm.

2. Public Comments

There were no public comments.

3. Consideration and Action approving minutes of the November 18, 2020 meeting

Mr. Gill asked if there were any corrections to the minutes for the November 18, 2020 meeting.

Motion to accept minutes made by Mr. Williams, seconded by Ms. Queen. Motion passed.

4. Agenda Items:

1. Airport Management Report:

a. Review and acknowledgement of Statistical Reports

Statistics were not completely available due to the Airport Development Board meeting earlier in the month. Parking revenue was down approximately \$27,000 from last year, which is better than recent previous months. The airfare report shows fares competitive at 14 days out, but higher at 30 days out. This is due to changing trends in ticket buying. Tickets purchased with shorter notice are less likely to be canceled.

b. Regulatory and Legislative Issues Update

There is approximately \$17 billion CARES act bill being discussed in Congress. There are approximately \$4 billion for airports.

As an amendment to the Airport Security Program, TSA's proposal would have airports screen employees. By having it as an amendment they are able to bypass the normal review and comment periods. The purpose of the amendment is in anticipation of an insider threat. Insider threats have historically leaned toward the drug trade. The airports stance is that this should go through proper review processes instead of being added as an amendment.

c. Update on current projects:

Master Plan – See item 5.

New Fire Station– Ground breaking occurred last week. The area has been cleared off. The storm water portion of the project is complete.

SCASD Program – No update.

Land Use Planning – Working with a consultant to finalize the draft.

Airport Terminal Updates – New carpet is installed with a few sections remaining. The counters have been moved back in the gate area. The new furniture is scheduled to arrive in May.

Restaurant – They are working with the TABC for the wine permit. The owner is searching for employees for the January 11 start date.

d. Air Services and Business Development Update

The airport is looking at search engine optimization for advertising. There is a conference in 2021 on MRO businesses that the airport would like to attend.

2. Committee Reports

- **Facilities & Planning Subcommittee** – Mr. Gilliland presented the subcommittee report. The meeting's purpose was to do a final review of the Master Plan for recommendation to approve to the Airport Development Board. The City Streets committee has included Airport Boulevard for work in 2021.
- **Marketing & Development Subcommittee** –

5. Recommendation and Action to Approve Airport Master Plan

The Master Plan looks at 5, 10 and 20 year plans and goals for the airport. One section of the Master Plan encloses the upper level outdoor area to allow for increased airport space. This upper level drive is owned and maintained by the Airport so it does not qualify for the street project. The plan includes addition of one elevator and removal of one escalator. This is a long term plan that will require many years to make a reality.

The Facilities & Planning Subcommittee board recommends accepting the Airport Master Plan.

Motion to accept made by Mr. Gilliland and seconded by Mr. Black. Motion Approved.

6. Consideration and Action on Lease for Piedmont Airlines Aircraft Parking

Piedmont Airlines has contracted with Eagle Aviation Services for maintenance on their regional jets. Piedmont has asked for room to park aircraft. This lease allows for up to two aircraft per month. This is based on the area of the aircraft. An Embraer 145 would be approximately \$75/mo. These could be stored on Taxiway A or on Runway 4/22.

Motion to accept made by Ms. Liles and seconded by Mr. Gilliland. Motion Approved.

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

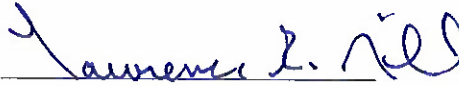
governmental body seeks to have locate, stay, or expand in or near the City and with which there may be ongoing negotiations or deliberate the offer of a financial or other incentive to a business prospect. Further, Section 551.071 provides that a governmental body may seek advice from its attorney regarding 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.

Executive session was entered into at 3:58 pm and exited at 4:05 pm with no decisions being made.

7. **Adjournment**

Motion to adjourn made by Mr. Williams, seconded by Ms. Liles. Motion passed. The meeting was adjourned at 5:01pm

Signature of Chairman to confirm minutes: _____



Date: 2/10/21

