

# AIRPORT DEVELOPMENT BOARD

April 13, 2022

## MINUTES

**MEMBERS PRESENT:** Lawrence Gill, Chairman, Kirk Thaxton, Jordan Hibbs, Darrin Black, Randy Williams, Gray Bridwell, Nanci Liles, Cindy Ramsey

**MEMBERS ABSENT:** Woody Gilliland, Vice Chairman, Lori Dodd

**AIRPORT STAFF:** Don Green, Zach Cothorn, Kate Alvarez

**CITY EMPLOYEES:** Stanley Smith, City Attorney

### VISITORS:

#### 1. Call to order

The meeting was called to order at 3:30 pm.

#### 2. Consideration and Action approving minutes of the January 19, 2022 meeting

Mr. Gill asked if there were any corrections to the minutes for the January 19, 2022 meeting.

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

#### 3. Agenda Items:

##### 1. Airport Management Report:

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

Enplanements recovered in February 23% for the month over 2021. March enplanements also improved. Year to date as of March 31<sup>st</sup> enplanements are up compared to 2019 by approximately 20%. This is in line with what other airports are seeing. Business travel is picking up with small and medium businesses flying more. Large business air travel has not yet returned to pre-COVID levels. International travel is still low. The pricing report shows the disparity between originating locations.

##### b. Regulatory and Legislative Issues Update

The airport has applied for the new Infrastructure Law's Airport Terminal Program Grant. There is \$1 billion available this year. The application was submitted in March. The restroom renovation, gift shop removal and painting project could qualify. This total project would be approximately \$3.4 million. The request for this grant is \$230,000. This would be the FY22 project. This would be an enabling phase, which will kick off the project. Later projects would enlarge the secured area of the terminal and modification of the security checkpoint. This grant would be at 95% Grant with a 5% Local Match.

##### c. Update on current projects:

**New Fire Station** – The fire station is delayed due to lack of materials. The rear bay doors are installed. The front bay doors are expected to be delivered and installed in the next week. The HVAC is installed with the appliances stored. The Ribbon Cutting Ceremony is anticipated in June 2022.

**Aircraft Charging Station** – Beta Technologies and Abilene Aero are asking for the newly added area from Amendment 5 to be reduced.

**Capital Improvement Program (CIP)** – The AIP Grant has Terminal Improvements, Taxilane D Extension Design and ARFF Truck purchases in the current CIP. Planning for the Passenger Facility Charge is underway and will be presented to the board this summer with a PFC Application #4.

**Federal Vaccine Mandate** – At this time the CDC has extended the mask mandate 15 days to May 3<sup>rd</sup>.

**Funding Opportunities for Land Development and Revised Roadway (RAISE) Grant** – RAISE is a US DOT program that is available every year. See Item 5 for additional details.

**Forest Service Ramp Project** – The Forest Service is asking for additional Ramp space to store firefighting aircraft. They would like to make Abilene a regional fire fighting base. The Texas and US Forest Service are both interested in this project. The US forest service is looking to store large aircraft such as Boeing 757 or MD 11 sized tanker aircraft. This would be away from the Terminal Ramp. The Forest Service has asked the City to find funding for it, but the AIP Grants do not apply in this case. The airport is talking with the US Congressional Delegation and State Representation for funding. This would be an approximately \$15-16 million project. There would not be a large economic benefit to the City or Airport. The airport may lease the ramp to them and would receive additional fuel flowage fees. There is also the possibility of charging them landing fees. This appears to fit in with the overall airport development strategy as the area being evaluated will not easily developed.

#### **d. Air Services and Business Development Update**

The airport met with multiple airlines discussing new routes and service. At this time, airlines are not expanding routes. The airport is continuing the social media campaigns. There will be also more local advertising.

#### **4. Discussion and Action on Task Order with Corgan for Terminal Phasing and Budgeting Planning**

This project will design and plan the additional phases of the Airport Terminal Renovations. This includes the terminal checkpoint expansion and gate area expansion. This will provide a structure for these additional phases. The Passenger Facility Charge and the AIP grant can reimburse the costs associated with the renovations and expansions. The proposed cost for this project is \$63,877.

Motion to accept made by Ms. Ramsey and seconded by Mr. Thaxton. Motion Approved.

#### **5. Discussion Only on Traffic Study Agreement with Kimley-Horn**

Kimley-Horn is performing a traffic study that includes Oldham Lane and Loop 322. The Airport has asked that the FM 80 and HWY 36 intersection be included since there is industrial development underway in the area. Great Lakes Cheese expects 100 semi-trucks per day. The City has \$12,000 available from the TSTC land sale, which can be used to add the FM80 and HWY 36 intersection to the study for the RAISE grant. The RAISE grant does not require a match, but the City is including a match in order to make the application more competitive. Additionally, development of this intersection may allow for development of nearby Airport Properties.

**6. Discussion and Action on Restaurant Lease Rate**

Gatehouse Café ended their first year in February. The lease allowed for no charges in the first year. The owner has asked for this to be extended. This has been a tough year for businesses. Reports show that net total sales for the year came to \$47,982. Rent can be assessed based on utility costs or based on other metrics. The board brought forward the question of whether the restaurant has been beneficial to the passengers flying out of Abilene. The board agreed that their operations are a material benefit to the passengers traveling from Abilene. The owner is opening a second restaurant and feels he is able to operate both. The owner will need to come to the next board meeting to present on the need for this rent waiver and provide information relating to the business alcohol sale license. This motion will extend the rent waiver until July 1<sup>st</sup>, 2022.

Motion to accept made by Ms. Ramsey and seconded by Mr. Thaxton. Motion Approved.

**7. Consideration and Action Approving the Airport Use Agreement for AirFest**

Airfest will be on the Airport this year. Dyess could not hold it this year. Big Country Airfest is able to do it this year. This will authorize the use of designated areas on the northwest side. Airfest is May 21<sup>st</sup> and the use agreement is May 20 through May 22<sup>nd</sup> for setup and takedown. There is no fee associated with this and there is no charge for admission. Public parking will be on the airport.

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

**Executive Session:**

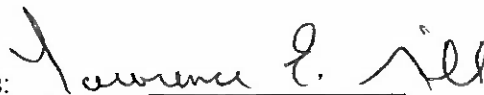
Pursuant to Govt. Code Section 551.072, a governmental body may conduct a closed meeting to deliberate the purchase, exchange, lease or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person. 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.

The Executive Session was entered into at 4:44 and exited at 4:45pm with no decision being made.

**8. Adjournment**

Motion to adjourn made by Mr. Williams, seconded by Mr. Bridwell. Motion passed. The meeting was adjourned at 4:48pm.

Signature of Chairman to confirm minutes: \_\_\_\_\_



Date: 10/09/22