

AIRPORT DEVELOPMENT BOARD

October 12, 2022

MINUTES

MEMBERS PRESENT: Lawrence Gill, Chairman, Woody Gilliland, Vice Chairman, Darrin Black, Randy Williams, Nanci Liles, Cindy Ramsey, Lori Dodd, Kirk Thaxton, James Boone

MEMBERS ABSENT: Gray Bridwell, Jordan Hibbs

AIRPORT STAFF: Don Green, Zach Cothorn, Kate Alvarez, Alex Cargile

CITY EMPLOYEES: Stanley Smith, City Attorney

VISITORS:

1. Call to order

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

2. Consideration and Action approving Minutes of the August 10, 2022 meeting

Mr. Gilliland asked if there were any corrections to the Minutes for the August 10, 2022 meeting.

Motion to accept made by Mr. Williams, seconded by Mr. Black. Motion passed.

3. Agenda Items:

1. Airport Management Report:

a. Review and acknowledgement of Statistical Reports

Enplanements are down 4% for the year, however this is due to SkyWest operating in the first part of last year. This should be the last month reporting a decrease since American has been up this year. American was 12% up for the month in revenue passengers. Parking revenue is trending upward. Rental car companies are 4.47% up for the year. The air fare report shows prices are high. Airlines are increasing fares across the country.

b. Regulatory and Legislative Issues Update – The airport is expecting the Department of Defense to provide a PFAS Foam plan or alternative due to the risks associated with this material. This decision is likely to occur in 2023. This decision should not change the size or capacity requirements of our existing equipment.

c. Update on current projects:

New Fire Station – The ribbon cutting ceremony went well and Operations is not working out of the new station.

Terminal Improvements – Phase I of the Terminal Renovation project is likely to be brought before the board next month for approval. Carpet installation on the jet bridges will start within the next week.

Aircraft Charging Station – Beta Technologies has not moved forward on this project.

Capital Improvement Program (CIP) – The next five years focuses on Terminal Improvements, with a Taxiway D extension possibility. The Bipartisan Infrastructure Law provides funding for Terminal Improvements. Capacity in the gate area is not enough to handle the coming 75 seat aircraft. It will take a few years to fund this expansion.

Forest Service Ramp Project – The State and Federal governments are working through various paths to get funding for this project.

Fuel Farm Relocation – Abilene Aero is working on a plan to relocate the fuel farm from below ground tanks to above ground tanks. There is an area tentatively identified for this new location.

Car Rental Ready Quick Turn Facility – Project is 60% designed. It is likely that rental car CFC rate will be brought to the board for an increase.

d. Air Services and Business Development Update

The aircraft change to Embraer 175s will change the frequency of flights to four departures and four arrivals per day. This increases total seats available by 8%. The airport will be meeting with multiple air service providers to discuss the possibility of new service. The airport is experiencing staff shortages. It is a challenge for the City to fill these positions. Both custodial services and the parking lot are both suffering due to these open positions. It is suggested that the airport review parking lot closure at night and automation. This automation is more reasonable now that people are more likely to have credit cards on hand, instead of only cash.

4. Discussion to Review Land Use Plan

The airport discussed the plans for future land use development. This plan includes all types of requirements from curb appeal to restrictions on building and types of development. The new boundaries are not set in stone as to allow for flexibility should a company be interested in developing into a neighboring area.

5. Discussion to Review FY22 and FY23 Budgets

This item was not discussed.

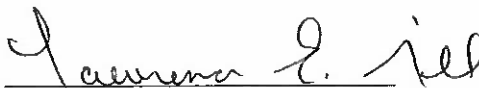
Executive Session:

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 4:53 and exited at 5:10 pm with no decision being made.

6. Adjournment

Motion to adjourn made by Mr. Williams, seconded by Ms. Ramsey. Motion passed. The meeting was adjourned at 5:10pm.

Signature of Chairman to confirm minutes: 

Date: 10/09/22