

# AIRPORT DEVELOPMENT BOARD

March 20, 2024

## MINUTES

**MEMBERS PRESENT:** Gray Bridwell, Chairman, Robert Lopez, Nanci Liles, Jordan Hibbs, Randy Williams, James Boone, Steve Krazer, Cindy Haley

**MEMBERS ABSENT:** Lori Dodd, Vice-Chairman, Woody Gilliland, Kirk Thaxton

**AIRPORT STAFF:** Don Green, Zachary Cothorn, Jason Groves, Alex Cargile

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

**VISITORS:** Larry Gill, Colin Bible, Garver

### 1. Call to order and Introductions

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

### 2. Consideration and Action approving Minutes of the February 14, 2024 meeting

Mr. Bridwell asked if there were any corrections to the Minutes for the February 14, 2024 meeting.

Hearing none, motion to accept made by Mr. Williams, seconded by Mr. Boone. Motion passed.

### 3. Agenda Items:

#### 1. Airport Management Report:

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

Enplanements are up 38% for the month of February over 2023 with a 41% cumulative increase for the year. This is due to larger aircraft and more flights per day. Parking lot revenue is up almost 50% for February. Fares are up compared to Midland, but are in line with national averages. When talking with American Airlines representatives they believe that the revenue management team isn't focusing on Abilene due to lack of competition in the market.

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

The Senate has passed the FY24 Federal budget. This means that they have approved funding for the FAA and the Department of Housing and Urban Development which provide funding for the Airport's Grants. The Airport Access Road falls under the HUD Department. The AIP Grant falls under the FAA..

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

**Terminal Improvements** – There are plumbing issues remaining in the Terminal family restroom. Teinert will need to extend and create cleanouts. The restroom stall door in the women's restroom was not installed to design and broke. The Airport is working with the contractor to remedy this issue.

**Forest Service Ramp Project** – In design. The airport will be going to San Bernardino California to look at the Forest Service Tanker base at that location.

**Fuel Farm Relocation Project** – Abilene Aero is doing testing on the fuel farm.

**Car Rental QTA** – Design will continue upon completion of other car rental contracts. It is likely that there will be an increase to the CFC to speed up the QTA construction process.

Most other commercial airports have this charge. Abilene is low at this time, but at a rate of \$5-6 the airport would be middle of the pack.

**Outstanding Maintenance** – The escalators on the inside are off indefinitely.

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

The Digital Advertising Monitors are active and running community spots until advertising agreements are established. The Airport is working on AirFest at the airport. Airport marketing is continuing on billboards and other media.

**a) Discussion and Action to Approve a Recommendation to City Council for lease of Rental Car Service Center #1.**

Service Center #1 is the larger facility with Enterprise providing the successful bid. Bids were only open to existing car rental facilities.

Motion to accept made by Ms. Liles. Seconded by Mr. Boone. Motion Approved.

**b) Discussion and Action to Approve a Recommendation to City Council for lease of Rental Car Service Center #2.**

Service Center #2 is the smaller facility with Brevard Capital providing the successful bid. Bids were only open to existing car rental facilities.

Motion to accept made by Ms. Haley. Seconded by Mr. Krazer. Motion Approved.

**c) Discussion and Action to Approve a Recommendation to City Council for Conceptual Design and Estimated Cost of Airport Terminal Improvements and Expansion.**

The Airport and Parkhill have been exploring options on Airport Terminal Design. The expansion of the boarding area is important as there are only 60 seats available with airplanes with larger capacities. The area also needs to allow for the larger screening equipment by TSA. The newest option would expand toward the front of the Terminal going toward the parking lot. The Airport looks to expand and reposition many areas with the potential for an outdoor seating area. This idea was implemented into Corpus Christi's Airport. The upper level is the primary focus; however, some work will be done on the lower level as well. The airport also considered the costs associated with replacement of the existing Terminal building with new construction. The cost for renovation is approximately \$50 million. The estimated cost for new construction and to operate during this construction is \$102 million. The Airport is committing the AIP grants for the next six years. The next two years of Airport Infrastructure Grants will be included. There is also a competitive Terminal Grant from the FAA that can provide up to \$20 million. These are all 90% federally funded with a 10% local match. There are two years left on the Bipartisan Infrastructure Law that may provide up to \$5 million. Estimated cost to the City would be \$15 million. This would include matches and areas that are ineligible for grant funding. The mechanical rooms may be funded if calculated to remove the proportion used by ineligible areas.

This item was discussion only with no vote.

**d) Discussion and Action to Approve a Recommendation to City Council for Change Order 1 to the Airport Terminal Improvements and Expansion Design Task Order.**

This item was discussed under item C with no vote made.

e) **Discussion and Action to Approve a Recommendation to City Council for a New Ground Lease.**

This lease would provide space in the remote parking lot for Avis to store vehicles in and possibly develop the location for multiple years.

Motion to accept made by Mr. Boone. Seconded by Ms. Liles. Motion Approved.

f) **Discussion and Action to Approve a Recommendation to Accept a Grant from the U.S. Department of Housing and Urban Development.**

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 4:04 pm and exited at 4:37 pm with no decisions being made.

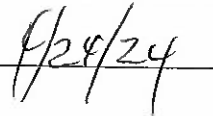
**4. Adjournment**

Motion to adjourn made by Mr. Krazer and seconded by Mr. Williams. Motion passed. The meeting was adjourned at 4:39pm.

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

Date: \_\_\_\_\_

  
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