

AIRPORT DEVELOPMENT BOARD

December 13, 2006

MINUTES

MEMBERS PRESENT: Larry Gill, Chairman, Robert Patterson, Vice-Chair, David Lynn, Joe Crowder, Woody Gilliland, Cindy Haley, Vic Corley, Stan Egger, Vince Swinney and Steve Fehr

MEMBERS ABSENT: Lori Dodd

AIRPORT STAFF: Dan Weber, Don Green, Chris Proctor-Cleveland, Violet Elliott

CITY EMPLOYEES: Dan Santee, First Assistant City Attorney

VISITORS: Richard Burdine; Joe Crawford; Bob McMillan; Sarah Varble, Abilene Reporter News

1. Call to Order

Mr. Gill called the meeting to order at 3:35 pm. This was the final meeting for Bob Patterson and Dan Weber and the board gave their congratulations and best wishes to both.

2. Consideration and action approving minutes of November 8, 2006 Airport Development Board meeting.

Mr. Gill asked if there were any corrections to the minutes of the November 8, 2006 meeting. Hearing none, the November 8, 2006 meeting minutes stood approved as distributed.

3. Economic Development Report

Mr. Burdine had nothing to report at this time.

4. Airport Management Report:

a. Review and acknowledgement of November, 2006 Statistical Report;

Mr. Weber reported that enplanements continued to be strong for the month of November.

b. Staff Update on construction projects.

Mr. Weber updated the Board on the following current projects: Terminal Phase IV, Air Carrier and GA Ramps Reconstruction, Taxiway D Extension, Security Fence, Detention Pond, Runway Lighting Rehabilitation, T-Hangar Taxilane Reconstruction

Mr. Green updated the Board on the latest design of the Parking Lot Improvements.

c. Discussion regarding Car Rental Concession bid process and proposed Car Rental Customer Facility Charge.

Mr. Weber reported meeting with car rental companies to discuss the implementation of CFCs. Maybe there will be a pre-bid meeting scheduled in January.

5. Report of the Finance and Operations Subcommittee Meeting.

Mr. Patterson discussed 2007 budget and everything appears to be on target. PFC application is on schedule. No public comments were received. Mr. Patterson updated on food, beverage & gift concessions. We are still talking with Gametime and other possible vendors.

6. Consideration and action on a recommendation to approve a resolution of the City Council authorizing a Car Rental Customer Facility Charge (CFC) at Abilene Regional Airport.

Mr. Weber reported on car rental contracts and the \$3.00/day CFC. Originally proposed a \$4.00/day CFC, but ultimately compromised on the \$3.00/day charge. It is estimated that the CFC will generate \$165,000/year to apply to car rental facility capital improvements. Recommendation to approve a resolution of the City Council authorizing a Car Rental Customer Facility Charge at Abilene Regional Airport made by Ms. Haley. Seconded by Mr. Crawford. No discussion. Motion approved.

7. Consideration and action on a recommendation to approve Change Order 2 to the Terminal Improvements Phase IV Project

Mr. Weber announced additional funding needs of \$40,950. Part of the additional costs will be reimbursed by future PFC funding. Four areas affected by the changes: upgrade flooring in high traffic, non-public area; electrical revisions; duct work changes; road work changes in front of the terminal. Motioned by Mr. Fehr. Seconded by Mr. Egger. No discussion. Motion approved.

8. Consideration and action on a recommendation to authorize the City Manager to execute Task Order 3 to the Sabre, Inc. contract for air service development consulting services.

Mr. Weber reported that consultant Sabre Inc. had contracted with the Abilene Regional Airport for air service development services not to exceed \$60,500. This will be the basis of the airport's effort to pursue additional air service.

Motion on a recommendation to authorize the City Manager to execute Task Order 3 to the Sabre, Inc. contract for air service development consulting services made by Mr. Crawford. Seconded by Mr. Swinney. No discussion. Motion passed.

9. 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). After discussion in executive session, any action or vote will be taken in public.

The Board went into executive session at 4:30 p.m.

The executive session adjourned at 4:49 p.m. with no action taken and elimination of item 10.

10. Consideration and action on a recommendation to amend the concession agreement with Game Time Food and Beverage Services XV, Inc. dba Game Time Restaurant and Sports Bar.

No action taken. This item was eliminated from the agenda.

- 11. Announcement of the next Economic Development and Public Relations Subcommittee meeting, January 3, 2007 at 3:30pm, to be held at the Abilene Regional Airport Training and Conference Room.**
- 12. Announcement of the next Airport Development Board meeting, January 10, 2007 at 3:30 pm, to be held at the Abilene Regional Airport Training and Conference Room.**
- 13. Adjourn.**

Motion to adjourn at 4:55 p.m. made by Bob Patterson. Seconded by Vince Swinney. Motion passed.