

# AIRPORT DEVELOPMENT BOARD

March 21, 2007

## MINUTES

**MEMBERS PRESENT:** Larry Gill, Chairman, Woody Gilliland, David Lynn, Joe Crowder, Steve Fehr, Kirk Thaxton, Vic Corley, Lori Dodd

**MEMBERS ABSENT:** Vince Swinney, Vic Corley, Cindy Haley, Stan Egger

**AIRPORT STAFF:** Don Green, Alex Cargile

**CITY EMPLOYEES:** Megan Santee, Legal, Richard Burdine, Economic Development

**VISITORS:** Charlotte Rhodes, Steve Krazer, Big Country AirFest, Inc.

### REGULAR SESSION

#### 1. Call to Order

Mr. Gill called the meeting to order at 3:37 p.m.

#### 2. Consideration and action approving minutes of February 14, 2007 Airport Development Board meeting

Mr. Gill asked if there were any corrections to the minutes of the February 14, 2007 meeting. Hearing none, the February 14, 2007 meeting minutes stood approved as distributed.

#### 3. Economic Development Report

Mr. Burdine reported that Eagle Aviation is recruiting to add a fifth dock line. Economic Development is pursuing federal funds for an additional hangar. \$250,000 has been set aside in past appropriations for the hangar's construction. A Request for Qualifications to design the hangar for Eagle Aviation's expansion is to be sent.

#### 4. Airport Management Report:

##### a. Review and acknowledgement of March 14, 2007 Statistical Report;

Mr. Cargile reported that enplanements continued to have a growth trend for the month of February, up 2% in spite of cancellations due to ice and weather. Also, this growth trend is despite cutbacks in flights by Colgan Air compared with February of 2006. Parking revenue has increased since February 2006.

##### b. Air Service Development Update:

Mr. Green Reported on Air Service Development Issues:

- Meeting with United Way agencies on March 8<sup>th</sup> discussed the creation of a consortium of non-profit organizations to operate the airport gift shop.
- Scheduled meeting with Allegiant canceled due to injury by Allegiant representative.
- Seasonal market study shows support for Orlando at 70% load factor for 5 monthly non-stop flights. The study also shows evidence that Abilene Regional Airport can sustain 9 monthly non-stop flights to Las Vegas with a 92% load factor.

- Biennial air service study underway to prepare for Jump Start meeting, in which airports meet with airlines to show the viability of developing in their regions.
- West Central Texas Advisory Council to schedule meeting in conjunction with the Texas Midwest Community Network schedule.
- Request for Qualifications (RFQ) for the Customer Knowledge Program sent. A request will be made for volunteers to serve on the RFQ selection committee.
- Terminal construction signage project to increase the size of airport road signs when the terminal's lower level roadway is closed for construction.

**c. Update on Current Projects;**

Mr. Green updated the board on the following projects:

- Car Rental Leases Request for Proposals (RFP) – Proposals due March 23
- Rates and Charges Study – This should be received by the end of April.
- Terminal Phase IV – Upper level opens/Lower level closes around mid May.
- Air Carrier Ramp Reconstruction – Nearly ready for base treatment.
- GA Reconstruction/Taxiway D Extension – Almost complete, but behind schedule. Possible change order at the next ADB meeting.
- Runway Lighting Rehabilitation – May be bid within the next 3-4 weeks.
- T-Hangar Taxilane – Paving is almost complete.
- Parking Lot and Terminal Roadway Designs – Design and financing details still being worked out for parking lot. Project schedule attached.
- Terminal ATM – Mr. Cargile is working on a RFP for a terminal ATM.
- FAA Control Tower – Mr. Green detailed a design meeting in Atlantic City on the new control tower. Construction programmed to start in FY 09.

**d. TXDOT Highway Signage Report;**

Mr. Green reported that TXDOT will be able to install new airport directional signage along I-20 and Loop 322 as the replacement of existing signs occurs due to age or damage. The updated signage will name Abilene Regional Airport instead of showing only the standard airport symbol.

**e. AirFest 2007;**

Steve Krazer and Charlotte Rhodes with Big Country AirFest, Inc. and Mr. Green explained the new partnership between Dyess AFB and Big Country AirFest to hold a joint AirFest and community appreciation day for the years that Dyess does not have a military air show team performing. Further meetings will take place to arrange AirFest.

**5. Report of the Finance and Operations Subcommittee**

Mr. Lynn reported the subcommittee reviewed the FY '07 expense budgets, airport grants and parking lot financing. Mr. Lynn also stated Myrna Grigsby is the newest member of the committee.

**6. Discuss Wings of Freedom Tour**

Mr. Green explained that the Wings of Freedom tour will be at Abilene Regional Airport on April 9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup> and will display a B17, B24, and B25 on the northwest side. The airplanes will be available for tour. EAA is partnering with Abilene Aero to accommodate the Wings of Freedom tour.

Mr. Green requested that the board consider recommending a Temporary Airport Use Agreement for the Wings of Freedom Tour. There would be no charge for this agreement. Motion was made by Mr. Crowder, and seconded by Ms. Dodd. Motion passed.

**7. 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 4:25 p.m.

The executive session adjourned at 4:32 p.m. with no action taken.

**8. Announcement of the next Economic Development and Public Relations Subcommittee meeting, April 4, 2007 at 3:30 pm, to be held in the Abilene Regional Airport Training and Conference Room.**

**9. Announcement of the next Airport Development Board meeting, April 11, 2007 at 3:30 pm, to be held at the Abilene Regional Airport training and Conference Room.**

**10. New Business**

None

**11. Adjourn.**

Motion to adjourn at 4:52 p.m. made by Mr. Crowder and seconded by Mr. Thaxton. Motion passed.