

# AIRPORT DEVELOPMENT BOARD

May 9, 2007

## MINUTES

- MEMBERS PRESENT:** Larry Gill - Chairman, Woody Gilliland - Vice Chairman, Joe Crowder, Vince Swinney, Vic Corley, Kirk Thaxton
- MEMBERS ABSENT:** Stan Egger, Cindy Haley, Steve Fehr, Lori Dodd, David Lynn
- AIRPORT STAFF:** Don Green, Chris Proctor-Cleveland, Alex Cargile
- CITY EMPLOYEES:** Richard Burdine, Dan Santee
- VISITORS:** Sarah Varble, Abilene Reporter News

### REGULAR SESSION

**1. Call to order. Chairman's comments.**

Mr. Gill called the meeting to order at 3:45 p.m.

**2. Consideration and Action approving minutes of the April 11, 2007, Meeting.**

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

**3. Economic Development Department Report.**

Mr. Burdine had no economic development information to present.

**4. Airport Management Report:**

a. Review and acknowledgement of April 2007 Statistical Report;

Mr. Cargile reported that enplanements are up 4% compared to April 2006. It was also noted that there were ten cancellations due to thunderstorm activity. Ms. Proctor-Cleveland added that Abilene Regional's enplanement percentage growth is above the national average.

b. Air Service and Business Development Update

1. Ms. Proctor-Cleveland distributed a biannual report submitted to the DCOA Board in April 2007. The report reflects progress made by the Business Development Program toward the goals and activities in its DCOA annual contract.
2. During a conference call with Allegiant Air's planning director, Allegiant advised that it would not return to ABI this summer. Off-peak fall service to Las Vegas and Orlando was discussed, with Allegiant stating that super-low cost air/hotel packages could be offered.

3. Also discussed was the Airports Council International-North America (ACI-NA) annual marketing and communications conference during which airports and airlines can participate in JumpStart. JumpStart offers the opportunity for 20-minute appointments with senior airline route planners so that ABI and its 32-county catchment area can be introduced and reviewed.
- c. Update on Current Projects – Terminal Phase IV, Air Carrier and GA Ramps Reconstruction, Taxiway D Extension, T-Hangar Taxilane Reconstruction, Parking Lot and Terminal Road Reconstruction

Mr. Green gave updates on the following projects:

- Terminal Phase IV – Delayed slightly due to weather. The change order was pulled from City Council Agenda, but is back on the Agenda for May 10<sup>th</sup>.
- Air Carrier Ramp – Construction delayed due to weather.
- GA Ramp Reconstruction – Construction delayed due to weather.
- Taxiway D Extension – Concrete has been poured. There are delays from previous rainfall. Approximately three weeks to completion.
- T-Hangar Taxilane Reconstruction – Delayed due to previous weather issues. Approximately three weeks to completion.
- Parking Lot – Met with the Facilities and Planning Sub Committee. Plans will be available for review in mid-June, with bids following in June and July. Construction is expected to begin in August.
- Terminal Road Relocation – Specifications are expected to arrive the week of May 13<sup>th</sup>. The road relocation will coordinate with the Terminal Phase IV construction project.

**d. FAA Certification Inspection**

FAA determined the airport complied with their standards on the airfield. Relatively minor issues regarding record keeping were noted during the out briefing. A formal letter detailing the inspection results will be sent by FAA in the next couple of weeks.

**5. Report of the Facilities and Planning Subcommittee**

Mr. Gilliland discussed the Facilities and Planning subcommittee meeting on May 7<sup>th</sup>.

In June, the Terminal Phase IV project will open the upper level and close the lower level of the terminal building. The inspector caught some faulty panels on the Taxilane project that were subsequently replaced. Current projects are behind schedule due to weather. Plan work is proceeding on Parking Lot project.

The parking lot is scheduled to accept bids in July, with construction starting in August. Construction will take approximately nine to twelve months. Plans for temporary transport of passengers between the temporary lot and terminal will now include shuttle or valet service.

**6. Consideration and Action on a recommendation for the City Council to award the Runway 17L/35R Lighting Rehabilitation contract based on the engineer's recommendation.**

There was a \$560,000 bid for the project, which is below the engineer's estimates of \$579,900. It is also below the FAA budgeted amount of \$900,000. The only bidder was F & W Electric.

Motion to approve recommendation was made by Mr. Swinney and seconded by Mr. Gilliland. Motion passed.

**7. Consideration and Action on a recommendation for the City Council to award the Air Carrier Ramp Area B Reconstruction contract based on the engineer's recommendation.**

The engineer's estimate was \$2.4 million, while the budget estimate was \$2.5 million with discretionary funds. The actual bid amount came to \$2,599,392. Talks with Marcelino Sanchez, the FAA Program Manager, discussed offsetting the costs with the excess funding from the Runway 17L/35R Lighting Rehabilitation project. Epic Construction was the only bidder for this project.

Motion to approve recommendation was made by Mr. Thaxton and seconded by Mr. Swinney. Motion passed.

**8. Consideration and Action on a recommendation to approve a Change Order with HNTB for engineering services on the Taxilane Reconstruction and Taxiway D Phase II projects.**

Item 8 was removed from the Agenda.

**9. Consideration and Action on a recommendation to accept FY07 Airport Improvement Program Grant funds.**

\$1,000,000 was budgeted for this year. The actual amount to be received is \$1,073,998. Additional funding resulted from the increased enplanements from FY 2005.

Motion to accept funding was made by Mr. Swinney and seconded by Mr. Crowder. Motion passed.

**10. Announcement of the next Finance and Operations Subcommittee meeting, June 6, 2007, at 3:30 PM, to be held in the Abilene Regional Airport Training and Conference Room.**

**11. Announcement of the next Airport Development Board meeting, June 13, 2007, at 3:30 PM, to be held in the Abilene Regional Airport Training and Conference Room.**

**12. Adjourn.**

Motion to adjourn at 4:35 p.m. made by Mr. Crowder; seconded by Mr. Swinney. Motion passed.