

# AIRPORT DEVELOPMENT BOARD

August 8, 2007

## MINUTES

**MEMBERS PRESENT:** Larry Gill, Chairman, Woody Gilliland, Joe Crowder, Stan Egger, Steve Fehr, David Lynn, Kirk Thaxton

**MEMBERS ABSENT:** Vince Swinney, Lori Dodd, Cindy Haley, Vic Corley

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

**CITY EMPLOYEES:** Richard Burdine, Dan Santee

**VISITORS:** Michael Roberts, Legal

### REGULAR SESSION

#### 1. Call to Order

Mr. Gill called the meeting to order at 3:38 p.m.

#### 2. Consideration and action approving minutes of May 9, 2007 Airport Development Board meeting

Mr. Gill submitted a change to the May 2007 minutes in which the minutes stated, "Mr. Cargile reported that enplanement growth is 4% compared to April 2006." The corrected wording reads, "Mr. Cargile reported that enplanements are up 4% compared to April 2006."

Motion to approve changes to minutes made by Mr. Thaxton. Seconded by Mr. Crowder. Motion passed.

#### 3. Economic Development Report

Mr. Burdine discussed the recently revised Eagle Aviation agreement which allowed for the purchasing of \$125,000 in capital equipment. Mr. Burdine also discussed how TSTC has been promoting their new airframe and power plant mechanic school and the advantages to both City of Abilene and Eagle Aviation.

#### 4. Airport Management Report:

##### a. Review and acknowledgement of May, June and July 2007 Statistical Reports;

Mr. Green presented the statistics reports with a 4% increase in enplanements for May, a 1% increase in enplanements for June and no growth in July. Continental dropped one flight in June with Colgan's load factors currently at 50%. American enplanements continue to grow despite dropping a flight last month. Larry Gill, Larry Gilley, Don Green and Bill Ehrie met with Peter Bowler, President of American Eagle and other American Eagle management staff July 12th and discussed American Eagle's and the City's working relationship. The dropped flight was discussed and it was learned that the flight was only temporarily pulled and it will return at a future date.

##### b. Staff update on construction projects;

- GA Taxilane - Project was inspected Friday July 27<sup>th</sup> and is substantially complete. The engineer approved the work done; however, a touch-up on the grading remains.

- GA Ramp Rehabilitation - Project was completed 5 weeks ago and is currently undergoing closeout.
- Terminal Phase IV - Construction is being completed on the floors and the revolving doors. The terminal is to be fully enclosed by the weekend. Steel for the canopy on the second level is being delivered on the 14<sup>th</sup>. Installation is expected a few days after delivery. Within the next four weeks construction will move to lower level.
- TW D Phase II - Construction is to be complete by the 11<sup>th</sup>. The project involves installing Taxiway edge lighting on the interior of Taxiway D.
- Air Carrier Ramp Reconstruction Area A - Approximately 50% complete. The walkway was installed in June.
- Air Carrier Ramp Reconstruction Area B - Issued a limited notice to proceed. There are approximately 4 weeks until the project begins.
- 17L/35R Lighting Rehabilitation - Project was accepted and approved with a limited notice to proceed. The project is scheduled to begin in 4 weeks. Additionally, the contract provides that the runway be opened each night.
- Parking Lot Expansion - The staff review was received for the specifications on Monday. Clearance was received to start advertising for bids. The meeting with engineers is next week to review plans and specs. The bid process will take 2 to 3 weeks to complete.

**c. Staff update on Air Service Development Issues;**

Dyess will be undertaking extensive runway repairs from September through November. The airport may have an increase in military aircraft operations. Dyess is not currently planning to make use of the airport; however it is being considered as backup. The rates and charges study has been received and the executive summary is expected this week.

**d. PowerPoint presentation of Aviation Department;**

Mr. Green presented a PowerPoint presentation showing construction progress as well as information about the day to day operations of the airport. Currently the airport has job vacancies open in Airport Administration, Operations, Maintenance and Parking. The construction report was given during the PowerPoint presentation.

**e. AirFest Update;**

AirFest is scheduled for Saturday August 18<sup>th</sup>. Planning for AirFest is going smoothly, with multiple flybys scheduled for spectators. Schedules for the event will be available next week.

**5. Facilities and Planning Sub Committee Report**

Mr. Gilliland reported on the parking lot, on which, construction is scheduled to begin in October and to last for 9 months. Mr. Crawford with Abilene Aero introduced a plan to add a community hangar. The hangar will be located on the North side of Abilene Aero and will be either 24,000sq ft or 12,000sq ft with a height of 28 ft. The new hangar will have the capability to house two to three airplanes.

**6. 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 public.

The executive session began at 4:37 and ended at 4:55 with no decisions being made.

**7. Consideration and Action on a recommendation for the City Council to execute Task Order 8 with URS for construction administration and inspection services for Runway 17L/35R Lighting Rehabilitation and Air Carrier Ramp Reconstruction Area B.**

The total amount for this project is not to exceed \$273,094.09. It has been reviewed by the Public Works Director for the Independent Engineers review and found to be in line with standard engineering practices. Inspection services are required for all FAA funded AIP projects.

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

**8. Announcement of the next Finance and Operations Subcommittee meeting, September 5, 2007 at 3:30pm, to be held at the Abilene Regional Airport Training and Conference Room.**

**9. Announcement of the next Airport Development Board meeting, September 12, 2007 at 3:30 pm, to be held at the Abilene Regional Airport training and Conference Room.**

**10. Adjourn.**

Motion to adjourn at 4:58 p.m. made by Mr. Fehr. Seconded by Mr. Crowder. Motion passed.