

# **AIRPORT DEVELOPMENT BOARD**

February 13, 2008

## **MINUTES**

**MEMBERS PRESENT:** Larry Gill, Chairman, Woody Gilliland, Vice-Chair, David Lynn, Vince Swinney, Joe Crowder, Stan Egger, Kirk Thaxton

**MEMBERS ABSENT:** Vic Corley, Cindy Haley, Steve Fehr

**AIRPORT STAFF:** Don Green, Chris Taylor, Melissa Murphy, Alex Cargile

**CITY EMPLOYEES:** Dan Santee, City Attorney; Jon James, City Planning Director

**VISITORS:** Suzie Lucas, American Eagle; Megan Semuto, Matt LaSalvia, Enterprise Rent-A-Car; Charles Anderson, Abilene Reporter News

### **REGULAR SESSION**

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

Mr. Gill called the meeting to order at 3:36 p.m.

Mr. Gill introduced Suzie Lucas, General Manager with American Eagle. Mr. Gill commended her and her staff's customer service efforts, which included making arrangements for passengers who were unable to fly out of Abilene due to poor weather conditions.

#### **2. Consideration and Action approving minutes of the January 9, 2008 meeting.**

Mr. Gill asked if there were any corrections to the minutes of the January 9, 2008 meeting. Hearing none, the minutes stood approved as distributed.

#### **3. Economic Development Department Report.**

Mr. Burdine was not in attendance and there was no report at this time.

#### **4. Tenant Report - Enterprise Rent-A-Car operation – Matt LaSalvia, Area Manager**

Mr. LaSalvia, the Area Manager for Enterprise Rent-A-Car described the process of moving into the airport and their satisfaction with operating on-airport.

#### **5. Airport Management Report:**

##### **a. Review and acknowledgement of the January 2008 Statistical Report**

Mr. Green reported on January's statistical report. Enplanements remained flat despite Allegiant Airlines no longer servicing the Airport. American Eagle had a 14% increase in growth in enplanements. Continental Airlines is now operating two flights daily after dropping one flight last year and saw a 7% reduction in enplanements. Rental Car Revenues are up 28% over 2006.

**b. Air Service and Business Development Update**

Mrs. Murphy reported on last year's cancellation figures. Last year, of the 2,733 departures, 114 were cancelled. Of those 114, 38 were mechanical, 78 were weather related, 3 were crew related and 1 was unspecified.

As of March 1<sup>st</sup>, American Eagle will be temporarily pulling the 5:35pm flight due to lack of flight crews. The flight is scheduled to return on May 1<sup>st</sup>. These cancellations are system wide with many airports not receiving return dates on their flights.

**c. Update on Current Projects – Terminal Phase IV, Air Carrier Ramp Reconstruction, Parking Lot and Terminal Road Reconstruction, Runway 17L/35R Lighting Rehabilitation**

Terminal Phase IV – Escalator pit has been laid in concrete. The Terminal Phase IV completion date is on March 27<sup>th</sup>. Installation of the escalator is expected to be completed on the 3<sup>rd</sup> week of April.

Air Carrier Ramp Reconstruction –

Area A 96% complete. Substantially complete.

Area B 45% with two lanes of concrete laid this week. Estimated completion date in June.

Parking Lot and Terminal Road Reconstruction – The parking lot area was cleared out. Further construction will work in conjunction with Terminal Phase IV project.

Runway 17L/35R Lighting Rehabilitation – The lighting on the runway itself should be completed within the week.

**d. Airport Zoning Ordinance Update**

Mr. Santee presented information on the new Airport zoning ordinance. The previous airport zoning ordinance is from 1969, which does not reflect laws or changes since then. In the new ordinance the airport may extend its zoning regulations into the extraterritorial jurisdiction. Also, the airport will be able to restrict use of the airport. The ordinance also includes protection of Dyess' airspace and noise contours. Overall this ordinance may help to manage growth. The new ordinance will address height, noise attenuation, and use. Zones will be added into the GIS system for future reference. The ordinance would be overseen by the Airport Development Board, Dyess and the city's Board of Adjustment.

**e. FAA Control Tower Project**

The FAA has identified that the localizer approach for the back course is obstructed to Runway 17L. The control tower will be a controlling obstruction which will increase the minimums of the back course. In response the airport will receive a localizer approach to Runway 17R.

**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 deliberate on 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. After discussion in executive session, any action or vote will be taken in public.**

Executive session was entered into at 4:24 and exited at 4:30 with no decisions being made.

**7. Election of officers for 2008**

Mr. Gill was submitted for the position of Chairman for the Airport Development Board by Mr. Egger and seconded by Mr. Gilliland. Motion to cease nomination made by Mr. Swinney and seconded by Mr. Crowder. Ayes have it with Mr. Gill elected as Chairman.

Mr. Gilliland was submitted for the position of Vice-Chairman by Mr. Crowder, seconded by Mr. Thaxton. Motion to close by Mr. Crowder and seconded by Mr. Thaxton. Ayes have it with Mr. Gilliland elected as Vice-Chairman.

**8. Consideration and Action on a recommendation to City Council to approve City zoning ordinances protecting Abilene Regional Airport's and Dyess AFB's airspace and ensuring compliance of compatible uses within noise contours.**

Item 8 was removed from the Agenda.

**9. Consideration and Action on a recommendation to City Council to approve a contract with Kutchins & Groh to determine the Disadvantage Business Enterprise goals for FY08.**

As required by the FAA as part of our grant assurances, the airport must submit two annual DBE reports. The first DBE report is for contracts completed during the last fiscal year and also contracts issued this fiscal year. The price for the consultant work is \$10,000. The second is for the airport concessions, which includes the rental car companies and other concessions. This is a new requirement and will be organized by the consultant for \$15,000. This contract would need to go to City Council. Kutchins & Groh have worked with the airport for several years.

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

**10. Consideration and Action on a recommendation to City Council to approve Change Order 6 to the Terminal Phase IV construction contract.**

Change Order 6 is for \$16,749.40 and will repair and relocate a storm drain in the escalator pit. It will also replace carpet and vinyl wall covering in the lower level entry way. There are also suggested electrical changes that were made by escalator manufacturer.

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

**11. Consideration and Action on a recommendation to City Council to approve Change Order 1 with F&W Electric to add new FAA recommended striping to runway hold-short areas.**

Changed order 1 is for \$92,005.00. The FAA has made new requirements for striping on the hold-short at an intersection of a runway and taxiway. This is part of their efforts to decrease the trend of runway incursions. Airports our size are currently not required to make these changes this at this time; however this striping is on its way to becoming required in the future.

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

**12. Consideration and Action on a recommendation to City Council to approve Change Order 1 with Epic Construction for the parking lot project to add a duct bank from the current tower location to the new tower location.**

Item 12 was removed from the Agenda.

**13. Announcement of the next Facilities and Planning Subcommittee, Wednesday March 5, 2008, at 3:30 PM, to be held in the Abilene Regional Airport Training and Conference Room.**

**14. Announcement of next Airport Development Board meeting scheduled for Wednesday March 12, 2008 at 3:30 p.m., to be held in the Abilene Regional Airport Training and Conference Room.**

**15. Adjourn.**

Motion to adjourn at 4:39 p.m. made by Mr. Crowder, and seconded by Mr. Swinney. Motion passed.