

# **AIRPORT DEVELOPMENT BOARD**

January 20, 2009

## **MINUTES**

**MEMBERS PRESENT:** Lawrence Gill, Chairman, Woody Gilliland, Vice Chairman, Kirk Thaxton, Cindy Haley, Vince Swinney, Stan Egger, Vic Corley

**MEMBERS ABSENT:** Jimi Coplen, David Lynn, Joe Crowder, James Leonard

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

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

**VISITORS:** None

### **REGULAR SESSION**

#### **1. Call to order.**

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

#### **2. Introduce visitors - None**

#### **3. Oath of Office for new and re-appointed ADB members**

There was not an Oath of Office given during this meeting.

#### **4. Consideration and Action approving minutes of the December 10, 2008 meeting**

Mr. Corley requested a change to the December 10, 2009 minutes. The change will transfer his name from members present to members absent. A second amendment was suggested by Mr. Green to change the date from 2007 to 2008.

Motion to approve changes made by Mr. Corley and seconded by Mr. Swinney. Motion Passed.

#### **5. Tenant Report – Report from a selected airport tenant on its current and future operation**

A representative from Abilene Aero was unable to attend, but will be in attendance for the February meeting.

#### **6. Economic Development Department Report**

Mr. Burdine delivered the Economic Development Report discussing the potential for additional airport improvements from the upcoming stimulus package in Congress.

## 7. **Finance and Operations Sub Committee Report**

Mr. Green delivered the finance and operations sub committee report. The operational budget status is on target for the airport. There were no actionable items during that meeting. New ground and building leases are being developed.

## 8. **Airport Management Report:**

### a. **Review and acknowledgement of the December 2008 Statistical Reports**

Mr. Green submitted the December Statistics report. The FAA Tower operations report is not available due to reporting problems with their new system. The tower will provide revised numbers back to August. For the year, enplanements are down 3%. This number is partly due to Continental leaving Abilene and the economic downturn. American Eagle is up 6% this month compared to 2007.

Rental car revenue is down 18% for the month. Hertz was down almost 50% for December and 30% for the year. A portion of the decrease may be due to the economy or the new Hertz location in town.

Parking lot revenue is up 8.5% for the year. The parking lot is up about \$90,000 for the year. Approximately \$25,000 of the increased revenue is from the increased parking lot prices.

### b. **Update on Current Projects**

1. **Air Carrier Ramp Area C** – 60% lime complete. Frames will be going up in two weeks.
2. **Air Carrier Ramp Area D** – Area D will be going out to bid soon.
3. **T-Hangar Taxilane Area A** – Ramp to the far north is complete. Graded, but needs to be seeded.
4. **T-Hangar Taxilane Area B** – Setting up the initial forms between Hangars F and K.
5. **New Control Tower** – Mr. Green has been working with the FAA on the tower design. Design is at 70-75% complete with 100% completion by March 27<sup>th</sup>.

### c. **Air Service and Business Development Update**

1. **Request for Qualifications for Air Service Consultant** – Should be back from review by next week.
2. **Marketing campaigns** – Marketing campaigns are going well, however the airport has stopped advertising in print in order to focus on television and radio. A new marketing campaign will be associated with the Rough Riders.
3. **Holiday travel** – Enplanements were down approximately 10% for Christmas as it well as Thanksgiving.
4. **Intra-State Air Service Initiative** – The goal is to get people from outlying areas to Austin. This is expected to run year round and deal with a small number of passengers. This program is sponsored by TXDOT.

5. **VIP Program** – The airport has over 300 people signed up. To date the airport has disbursed three rewards.
- d. **Parking Lot Operation Status** - The parking lot is running smoothly. Passenger reviews have been positive.
- e. **AIP Grant Status** – For Air Carrier Ramp Area D project we are awaiting final approval. At this time it appears that the airport may receive a large portion of the southwest regions allocated discretionary funding. For Runway 17R/35L Lighting Rehabilitation project will go ahead for this year, but may be funded differently from previous years. Funding may come from the stimulus package. It is possible that the percentage funded may be at 100% instead of 90% or 95% from previous years. A related project may involve a sealcoat at less than \$100,000 or a complete overlay approximately \$4 - 5 million as part of a runway rehabilitation project.

#### **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 at 4:06pm and ended at 4:12pm with no decisions being made.

9. **Consideration and Action on a recommendation to City Council to approve a Temporary Use Agreement with Big Country AirFest.**

Big Country AirFest is scheduled to take place May 2<sup>nd</sup>. This temporary agreement will allow for plans to begin as a joint collaboration with AirFest.

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

10. **Consideration and Action on a recommendation to City Council to approve a modification to the term of the AvFuel ground lease.**

AvFuel has requested that the original 15 year lease be altered to a five year lease, with two 5 year renewals.

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

- 11. Announcement of the next Economic Development and Public Relations Subcommittee, Wednesday February 4, 2009 at 12:00 PM, to be held in the Abilene Regional Airport Training and Conference Room.**
- 12. Announcement of next Airport Development Board meeting scheduled for Wednesday February 11, 2009 at 3:30 p.m., to be held in the Abilene Regional Airport Training and Conference Room.**
- 13. Adjourn.**

Motion to adjourn at 4:18p.m. made by Ms. Haley. Seconded by Mr. Swinney. Motion passed.