

# **AIRPORT DEVELOPMENT BOARD**

June 10, 2009

## **MINUTES**

**MEMBERS PRESENT:** Woody Gilliland, Vice Chairman, Vince Swinney, Jimi Coplen, Kirk Thaxton, Cindy Haley, David Lynn, Stan Egger

**MEMBERS ABSENT:** Lawrence Gill, Chairman, Vic Corley, Joe Crowder, Jim Leonard

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

**CITY EMPLOYEES:** Stanley Smith, City Attorney

**VISITORS:** Gene Faulkner, URS, Tex Schmidt, URS, Bill Griffin, URS, Ken Martin, Jacob & Martin, Jerry Reed

### **REGULAR SESSION**

**1. Call to order.**

Mr. Gilliland called the meeting to order at 3:35pm

**2. Introduce visitors**

Mr. Gilliland introduced Mr. Faulkner, Mr. Schmidt, and Mr. Griffin with URS Engineering. Mr. Gilliland then introduced Mr. Martin with Jacob & Martin and Jerry Reed.

**3. Consideration and Action approving minutes of the May 13<sup>th</sup> 2009 meeting**

Mr. Gilliland asked if there were any corrections to the minutes of the May 2009 meeting. Hearing none, the May 2009 meeting minutes stood approved as distributed.

**4. Tenant Report**

There was no report at this time.

**5. Economic Development Department Report**

Mr. Burdine forwarded information to Mr. Green to present. Mr. Burdine has a potential prospect who may be interested in proposing on Hangar 2. Hangar 0 & 3 lighting improvements have been completed. Hangars 0 and 1 insulation and bird netting are complete. The next project will be taking bids for repainting Hangar 4.

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

Meeting was delayed after the agenda was released. There was no Facilities and Planning Sub Committee report.

**7. Airport Management Report:**

**a. Review and acknowledgement of the May 2009 Statistical Reports**

Mr. Cargile presented the May 2009 Statistical report. American is up 5% for the year, with total enplanements down 12% for the year. Parking revenue is up 49% this month and 47% for the year. American Eagle's load factor was at 72% this month, which is above expectations.

**b. Mr. Taylor Updated the Board on Current Projects:**

1. Air Carrier Ramp Area C & D – Area C is approximately 72% complete. Construction has been going smoothly.
2. T-Hangar Taxilane Area A & B – Contractors are performing check lists to correct minor issues.
3. New Control Tower – Expected to break ground in late fall. Currently, there is no definitive start date.
4. 17R Localizer – Localizer on track for August, possibly sooner. 17R closure is expected to be during the time the 17R/35L Runway Rehab project occurs in order to minimize closure times.
5. 17R/35L Runway Rehab – Prebid meeting just occurred. This project replaces the lighting system and adds a seal coat to the top of the runway. Bids will open on the 17<sup>th</sup> of this month.
6. Project in Design -

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

Mrs. Murphy presented the air service and business development report. The ABI-VIP program has noticed a good number of people who drive from Sweetwater to fly out of Abilene. This information suggests that the Airport should focus advertising in Sweetwater. 539 passengers have signed up for the VIP rewards program with 251 rewards mailed.

Mrs. Murphy and Mr. Green attended an ACI-NA conference recently to explore new advertising and seek out potential airlines for the airport. During the Jump Start portion they met with Continental airlines. Continental would like to come back to Abilene, but the market is not at that point yet.

**d. Restaurant and Gift Shop Update**

Mr. Green has completed the RFP draft and is currently in staff review at City Hall. The RFP will last for approximately 3-4 weeks.

**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 did not occur during this meeting.

**8. Consideration and Action on a recommendation to City Council to change the fuel flowage fee abatement for diverted signatory airline aircraft.**

Mr. Green contacted American Eagle for information about the changing prices of aircraft fuel. As of yet, American has not provided the requested information. The consideration is to table this action until next month.

Motion to table item 8 made by Mrs. Haley and seconded by Mr. Swinney. Motion passed.

**9. Consideration and Action on a recommendation to City Council to award the contract for Airside Architect and Engineering Services.**

Consideration to award URS Engineering with the contract for Airside Architect and Engineering Services. This is expected to go to Council tomorrow. This contract will be for 5 years. Previously the airport has used a 3 year contract with URS after a bad experience with the previous engineering firm. URS has a history of excellence at the airport often coming in on budget or under budget during the previous years. Mr. Swinney and Mr. Gilliland both reviewed the 3 major firms who submitted qualifications for the contract.

Motion to accept made by Mr. Swinney and Seconded by Mr. Thaxton. Motion passed.

**10. Announcement of the next Finance and Operations Subcommittee, Wednesday July 3, 2009 at 12:00 PM, to be held in the Abilene Regional Airport Training and Conference Room.**

**11. Announcement of next Airport Development Board meeting scheduled for Wednesday July 8, 2009 at 3:30 p.m., to be held in the Abilene Regional Airport Training and Conference Room.**

**13. Adjourn.**

Motion to adjourn at 4:05 pm made by Mr. Egger. Seconded by Mr. Swinney. Motion passed.