

AIRPORT DEVELOPMENT BOARD

September 9, 2009

MINUTES

MEMBERS PRESENT: Lawrence Gill, Chairman, Woody Gilliland, Vice Chairman, David Lynn, Vic Corley, Vince Swinney, Kirk Thaxton, Stan Egger, Joe Crowder

MEMBERS ABSENT: Jim Leonard, Cindy Haley, Jimi Coplen

AIRPORT STAFF: Don Green, Chris Taylor, Alex Cargile

CITY EMPLOYEES: Richard Burdine, Assistant City Manager, Theresa James, City Attorney

VISITORS: Richard Baxter, Tim Maxim, Charles Anderson, Abilene Reporter News

REGULAR SESSION

1. Call to order.

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

2. Introduce visitors

Mr. Gill introduced Mr. Baxter, Mr. Maxim and Mr. Anderson to the board.

3. Consideration and Action approving minutes of the August 12th 2009 meeting

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

4. Tenant Report

There was no report at this time.

5. Economic Development Report

Mr. Burdine did not report at this time.

6. Facilities and Planning Sub Committee Report

Mr. Gilliland presented the Facilities and Planning Sub Committee Report. The subcommittee is in the process of considering Hangar 2 proposals.

7. Airport Management Report:

a. Review and acknowledgement of the September 2009 Statistical Reports

Mr. Cargile presented the September 2009 Statistical report. American Eagle is up 9% in enplanements. Overall the airport is down 6% as opposed to last year at this time. For the year the airport is down 11% in enplanements. The parking lot revenue is up 48% for the year. Car rental revenue is down from last year at a 22% decrease.

The parking lot revenue is up compared to expected revenue. Actual revenue is up 8% compared to projected revenue and project enplanements. Using the actual enplanements the percentage goes up to 11%. When taking into account badge employee revenue the amount over expectations increases to 15% and 18% respectively.

Employee parking is invoiced quarterly.

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

1. Air Carrier Ramp Area C – 99% complete. Close to developing punch lists.
2. Air Carrier Ramp Area D – 16% complete. Currently mixing lime.
3. T-Hangar Taxilane Areas B – 10% complete. 5 lanes of concrete poured. Anticipating additional concrete August 13th.
4. New Control Tower – The end date has not changed, but the start date is in January 2010.
5. Runway 17R Localizer – 15% complete. Ground has been broken. Weather may slow down progress.
6. Air Carrier Ramp Area E Design– Extension of the terminal ramp.
7. T-Hangar Taxilane Area C Design– Continuation of T-hangar Taxilane restoration.

c. Air Service and Business Development Update

Mr. Green presented the air service and business development report. The gift shop is currently up and running and the lease will be finalized soon. The final version of the contract has been returned to restaurant owners and the details have been hammered out. The remaining issues involve obtaining insurance and a liquor license. The contract has been to council and through the board so it is ready to be formalized.

The West Central Texas Air Service Advisory Council has not had very good participation. There have been four regular attendees. It is the recommendation of staff that the core members who participate regularly be placed onto the Economic Development and Public Relations Subcommittee and the council be disbanded.

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 not entered during this meeting.

8. Consideration and Action on a recommendation to City Council to award a Hangar 2 proposal

Item 8 was tabled for this meeting.

9. Consideration and Action on a recommendation to City Council to authorize renewal of the T-Hangar 7 lease.

Mr. Green is in the process of renewing the T-Hangar 7 lease with Abilene Aero. The actual rate per month will be \$439.57 per month. The new rate is based off the most recent t-hangar rate used on the EAA t-hangar. This takes into account the CPI-U for the 2 years' difference. This rate is to be abated for improvements including the painting of the roof and walls. This abatement will be for 3 years. The term will be a 15 year term with two 5-year options.

Motion to accept made by Mr. Crowder and Seconded by Mr. Corley. Motion passed.

10. Consideration and Action on a recommendation to City Council to authorize Task Order 19 with URS.

Task order 19 with URS is to design T-Hangar Taxilane Area C for \$87,783.55. This is a FAA grant funded project with 95% federal funding.

Motion to accept made by Mr. Gilliland and Seconded by Mr. Crowder. Motion passed.

11. Announcement of the next Finance and Operations Subcommittee, Wednesday October 7, 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 October 14, 2009 at 3:30 p.m., to be held in the Abilene Regional Airport Training and Conference Room.

12. Adjourn.

Motion to adjourn at 3:57 pm made by Mr. Corley. Seconded by Mr. Swinney. Motion passed.