

AIRPORT DEVELOPMENT BOARD

April 14, 2010

MINUTES

MEMBERS PRESENT: Lawrence Gill, Chairman, Woody Gilliland, Vice Chairman, David Lynn, Vince Swinney, Kirk Thaxton, Stan Egger, Joe Crowder, Cindy Haley, Jimi Coplen, Jim Leonard, Vic Corley, Stan Egger, Myrna Grigsby

MEMBERS ABSENT: Jimi Coplen

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

CITY EMPLOYEES: Dan Santee, City Attorney, Richard Burdine, Assistant City Manager

VISITORS: Carl Kieke – Abilene Reporter-News

REGULAR SESSION

1. Call to order.

Mr. Gill called the Airport Development Board meeting to order at 3:34 pm.

2. Introduce visitors

3. Consideration and Action approving minutes of the March 2010 meeting

Mr. Gill asked if there were any corrections to the minutes of the March 2010 meeting. Hearing none, the March 2010 meeting minutes stood approved as distributed.

4. Economic Development Department Report

Mr. Burdine presented the Economic Development Report. The city is in talks with Eagle Aviation about their needs and future needs. The area around Eagle Aviation requires some repair and refurbishment.

5. Finance and Operations Sub Committee Report

Mr. Lynn presented the Finance and Operations Sub Committee Report. The airport has received 43% of the revenue budget and has expended 41% of the expense budget. The three main revenues for the airport are Terminal Parking, Rental Car Revenue, and Land Lease Revenue. These three categories make up 2/3 of the budget. Terminal Parking is ahead of schedule by approximately \$15,000. Rental Car Commissions are approximately \$35,000 behind budget. Land Leases are expected to be met as they are locked in via contract. 80% of the budget is in Salaries and Benefits and Utilities. Salaries and benefits are down \$59,000 with one position left unfilled. Utilities are down \$59,000 but the final months are where it may spike due to weather. The city has hired a utility optimization company to save on energy costs. The savings go to the company as payment for new equipment and optimizations.

6. Airport Management Report:

a. Review and acknowledgement of the Statistical Reports

Mr. Green presented the statistics report. American Eagle system-wide had an increase in enplanements, but locally they are down. Avis and Enterprise are down for February, but Hertz is actually up compared to last year. Parking lot revenue is down 8% most likely due to the decline in enplanements.

b. Budget Update

The airport is preparing for the FY'11 budget. Overall parking is up, but is trending downward. The PFC is down approximately \$5000 compared to projected. PFCs are used for capital improvements. New legislation may allow for a raise in the maximum PFC from \$4.50 to \$7.50. The CFCs on rental car contracts have dipped, but is on its way up. Current CFCs are being applied to the parking lot project.

c. Dyess Airshow

The air show will be May 1st at Dyess AFB. This will be the 25th anniversary of the B-1 Bomber. The Thunderbirds will be there along with the Tora! Tora! Tora! show.

d. Update on Current Projects – Air Carrier Ramp Area D, T-Hangar Taxilane Area B, New Control Tower, Runway 17L/35R Localizer, ARFF Truck, Projects in design

Air Carrier Ramp Area D – Approximately 80% complete.

T-Hangar Taxilane Area B – 75% complete. Currently working on compacting.

New Control Tower – Have given the notice to proceed. M & W are working on this project.

Runway 17L/35R – Repainting the asphalt and complete electrical system overhaul.

ARFF Truck – Expected 30 days to go back out to bid. One of the manufactures challenged the bid, so it must be resubmitted. Challenges or bid protests are typical in certain situations. The new specifications will be for a “generic” ARFF truck that meets FAA requirements.

Wildlife Analysis – In progress.

e. Air Service and Business Development Update

The airport had a booth at the business expo. The airport also sponsored Artwalk, but had low to moderate attendance. The airport has had three advertisers who have not renewed their contracts. Speaking engagements for the airport have dried up, but the airport will continue to seek out these meetings.

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. 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 4:04pm and exited at 4:19pm with no decisions being made.

7. Consideration and Action to recommend awarding construction contract for Air Carrier Ramp Reconstruction Area E

Opened bids were March 26th. There were two bidders, Epic Construction and Dunnick Construction. Dunnick Construction had the winning bid. Recommendation is to accept Dunnick Construction for this project.

Motion to accept made by Mr. Swinney and Seconded by Mrs. Haley. Motion passed.

8. Consideration and Action to recommend awarding construction contract for T-Hangar Taxilane Reconstruction Area C

This is the last phase of the T-Hangar Reconstruction project. The two bidders were Epic Construction and Birdwell Construction out of Houston. Birdwell won the bid at \$1,373,922. Both bids came in under engineer's estimates. The airport is seeing more contractors from out of town due to a reduction in TXDOT work.

Motion to accept made by Mrs. Haley and Seconded by Mr. Crowder. Motion passed.

9. Consideration and Action to recommend approval of Task Orders 24 and 25 with URS.

The two task orders for consideration are 23 and 24. Task Order 23 is to design the snow equipment storage building at \$107,000. Task Order 24 is for the construction management of Air Carrier Ramp Area E and T-Hangar Taxilane Area C at \$261,628.

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

10. Consideration and Action to recommend approval of Change Order 2 to the Air Carrier Ramp Reconstruction Area D construction contract with Epic.

Change order is for a quantity exceeding engineer's estimates for dirt and rock excavated. The change order amount is for \$32,000.

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

11. Adjourn.

Motion to adjourn at 4:28 pm made by Mr. Crowder. Seconded by Mrs. Haley. Motion passed.