

# AIRPORT DEVELOPMENT BOARD

February 17, 2011

## MINUTES

**MEMBERS PRESENT:** Lawrence Gill, Chairman, Woody Gilliland, Vice Chairman, Joe Crowder, David Lynn, Michael Redden, Myrna Grigsby, Jim Leonard

**MEMBERS ABSENT:** Stan Egger, Jimi Coplen, Cindy Haley, Kirk Thaxton

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

**CITY EMPLOYEES:** Mr. Burdine, Assistant City Manager, Dan Santee, City Attorney

### VISITORS:

### REGULAR SESSION

**1. Call to order.**

Mr. Gill called the Airport Development Board meeting to order at 12:02 pm.

**2. Introduce visitors**

There we no visitors in attendance.

**3. Consideration and Action approving minutes of the January 2011 meeting**

Mr. Gill asked if there were any corrections to the minutes of the January 2011 meeting. Hearing none, the January 2011 meeting minutes stood approved as distributed.

**4. Economic Development and Public Relations Sub Committee Report**

The Economic Development and Public Relations Sub Committee meeting was rescheduled due to inclement weather.

**5. Economic Development Report**

Mr. Burdine was not in attendance.

**6. Airport Management Report:**

a. Review and acknowledgement of Statistical Reports

Enplanements for January are down 1%. This is an improvement over last year. February is expected to be down due to inclement weather cancellations. American Eagle has been providing good deals on plane tickets. These lower enplanements have affected rental car revenue and parking lot revenue.

b. Budget Update

The City of Abilene sales tax revenue is up 8% over last year. The city has budgeted 0% growth for this year. The city will begin work on the FY'12 budget in the next six weeks.

c. TRACON Consolidation

The TRACON Consolidation meeting is scheduled to occur Thursday February 24<sup>th</sup> at the Civic Center. The FAA will be hosting this meeting to discuss the plans behind the consolidation. The FAA is expected to make a public announcement that air services will not be affected.

d. Snow Event

The snow event shut down the airport for 3 ½ days. The second snow cancellations were due to cancellations in DFW as Abilene avoided the freezing weather.

e. Update on Current Projects:

Air Carrier Ramp Area E - 77% complete.

T-Hangar Taxilane Area C - 41% complete.

Airfield Lighting Control System/Beacon Replacement - 5% complete.

New Control Tower - On track for March 2012.

Wildlife Hazard Assessment - Visited Dyess in order to compare wildlife populations.

Projects in design:

Snow Removal Building – Continuing with design.

f. Air Service and Business Development Update

- Website Sales Issue - Expedia and Orbitz have taken American Airlines off their websites. This is a concern as American is Abilene's only airport. Passengers using these sites may think that Abilene does not have an airport.
- Social media update – The airport is still promoting the ABI Twitter page. The airport is also looking at getting a Facebook page. These will be good for advertising good fares and weather events.
- VIP Program and Advertising – The airport did the end of year drawings for the VIP program. There are new sponsors for the program. The airport is currently advertising on the Abilene Reporter News website and Yahoo.com. The airport is also advertising on the radio and television. The passenger appreciation day will be Saturday.
- Restaurant/Gift Shop – The restaurant and gift shop had ribbon cutting ceremonies.
- Network USA – Mr. Green and Mrs. Murphy will be attending the conference in Austin next month.

**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 12:24 pm and exited at 12:34 pm with no decisions being made.**

**7. Consideration and Action to recommend approval of Change Order 3 to the Duinck Inc. construction contract.**

This project is to add paved shoulders that were deleted from the Air Carrier Area D project. This project is for \$30,625. There have been 2 previous changes orders for this project.

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

**8. Consideration and Action to recommend approval of Amendment 1 to Task Order 21 with URS.**

This amendment will add the Perimeter Road design project. This is a safety issue. It will be added to the Taxiway C project. This amendment is \$25,521.23.

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

**9. Consideration and Action to recommend approval of a Temporary Use Agreement for AirFest 2011.**

Airfest is scheduled to take place on Saturday April 20, 2011. The cleanup will be on Sunday.

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

**10. Adjourn.**

Motion to adjourn at 12:40 pm made by Mr. Redden. Seconded by Mr. Gilliland. Motion passed.

Signature of Chairman to confirm minutes: \_\_\_\_\_ Date: \_\_\_\_\_