

AIRPORT DEVELOPMENT BOARD

December 14, 2011

MINUTES

MEMBERS PRESENT: Lawrence Gill, Chairman, Woody Gilliland, Vice Chairman, David Lynn, Joe Crowder, Cindy Haley, Michael Redden, Kirk Thaxton

MEMBERS ABSENT: Myrna Grigsby, Stan Egger, Jim Leonard, Jimi Coplen

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

CITY EMPLOYEES: Kelley Messer, City Legal

VISITORS: Laura Gaswoden, ACU Student, Katie Beth Ware, ACU Student, Julie Neill, ACU Student, Jill Dougher, ACU Student, Brennan Peel, Abilene Reporter News

REGULAR SESSION

1. Call to order.

Mr. Gill called the Airport Development Board meeting to order at 3:32 pm.

2. Introduce visitors

ACU Advertisement Public Relation Campaigns students, Laura Gaswoden, Katie Beth Ware, Julie Neil, and Jill Dougher introduced themselves.

3. Consideration and Action approving minutes of the October 2011 meeting

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

4. Economic Development and Public Relations Sub Committee Report

Mr. Crowder presented the Economic Development and Public Relations report. Mr. Crowder did not have any new information to report.

5. Facilities and Planning Sub Committee Report

Mr. Gilliland presented the Facilities and Planning report. Individuals have expressed an interest in building a new hangar at Abilene. The committee was looking at placing the hangar to the northwest side of the airport. This would be nearby to where the most recent hangar was built. Due to its location there would need to be an off ramp and taxiway leading to it. This is because of a lack of visibility required by the tower.

The on-airport medevac company has talked about adding a larger trailer.

There is also individual interest about building a hangar to store their new airplane.

The future air cargo ramp was discussed. The placement would be to the east of the south runway.

The TRACON issue is still unresolved. There will be a teleconference with the FAA to discuss the reconciliation of the independent study and FAA business case. The new Air Traffic Control Tower looks to be completed in April 2011.

6. Economic Development Report

Mr. Burdine presented the Economic Development Report. Hangar 4 should be completed shortly after the first of the year. After its completion, EASI will vacate Hangar 0 and occupy Hangar 4 while the fire suppression system is installed. The AMR bankruptcy is being watched carefully. At this point there are no known plans to reduce operations in Abilene. There will be an update to the Airport Master Plan. The air service schedule has not been changed.

7. Airport Management Report:

a. AMR Bankruptcy

Prior to filing for bankruptcy AMR ordered a very large amount of aircraft. This order appears to have been done with bankruptcy in mind and AMR will follow through with the purchase. During the transition period, American Airlines asked to take over American Eagle leases. The airport will do a bridge lease for one year. After one year a new lease will be renegotiated.

b. Review and Acknowledgement of Statistical Reports

Enplanements for November are up 3% over last year. The Forest Service has stopped flying as many people out of Abilene. This is good news for the region as there are fewer fires in the area; however enplanements are not as high as previous months. Parking lot revenue is up for the month. That was helped by 3 charter flights during the month. The car rental companies have done very well this year. Enterprise was noted as being up 60% over last year.

c. Regulatory and Legislative Issues Update

Mr. Green attended a diversions forum that the Department of Transportation set up in Washington D.C. as a response to the October 29th incident in Hartford Connecticut. Passengers were diverted to this location due to weather. Hartford received 22 aircraft with power outages and snow. Some passengers were sitting on the ramp for 7 hours. The industry is attempting to stay ahead of this incident to avoid amendments to the Passenger Bill of Rights. New security requirements are going through Congress to give soldiers and their families expedited TSA screenings.

d. Budget Update

City sales tax numbers are up again for the last month. The airports budget is doing well on both spending and revenue. The airport has money set aside to tear down the old FAA control tower. The FAA also has money set aside to tear down the old tower. This will be a considerable savings to the city.

e. TRACON Consolidation

f. Update on Current Projects:

Airfield Lighting Control System/Beacon Replacement - No major progress until completion of ATCT.

New Control Tower – Expected completion in April 2011.

Wildlife Hazard Assessment – Will be completed soon.

Taxiway C Reconstruction – Going smoothly. No updates.

Taxiway EASI Reconstruction - 7% complete.

Snow Removal Equipment Building - Are currently looking at new locations, which may provide cost savings.

Projects in design

g. Air Service and Business Development Update

Mrs. Murphy presented the Air Service and Business Development Update. The pricing report for the next 14 and 30 days show Midland as significantly higher. This may be due to holiday travel.

ACU students from the Advertisement Public Relation Campaigns class provided the airport with a comprehensive marketing plan.

This plan included focus groups and other market research from our ABI-VIP members. This provided the airport with positive responses as well as comments on how to improve service. Some comments were directed toward American Eagle baggage pickup and equipment repair. The focus group was interested in additional westward flights. The market research shows that cost is the main reason why people drive instead of flying.

The plan also included a comprehensive advertising campaign. This focused on television, radio and outdoor advertising. There were also other advertisements for paper advertising.

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.

The Executive session started at 4:22pm and ended at 4:27pm with no decisions being made.

8. Consideration and Action to recommend a Use Agreement with Texas Forest Service.

The airport is anticipating another busy fire season. This would be a 1 year agreement from January 1 through December 31, 2012. This is a no fee agreement. The airport does receive fuel flowage fees and increase enplanements.

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

9. Adjourn.

Motion to adjourn at 4:29 pm made by Mr. Crowder. Seconded by Mr. Redden. Motion passed.

Signature of Chairman to confirm minutes: _____ Date: _____