

AIRPORT DEVELOPMENT BOARD

January 11, 2012

MINUTES

MEMBERS PRESENT: Woody Gilliland, Vice Chairman, Joe Crowder, Cindy Haley, Michael Redden, Kirk Thaxton, Jimi Coplen, Stan Egger, Myrna Grigsby, Jim Leonard

MEMBERS ABSENT: Lawrence Gill, Chairman, David Lynn

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

CITY EMPLOYEES:

VISITORS: E'Lisa Smetana, Metropolitan Planning Organization, Carl Kieke, Abilene Reporter News

REGULAR SESSION

1. Call to order.

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

2. Introduce visitors

Mr. Gilliland introduced E'Lisa Smetana with the Metropolitan Planning Organization and Carl Kieke with the Abilene Reporter News.

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

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

4. Finance and Operations Sub Committee Report

Mr. Green presented the Finance and Operations Sub Committee Report. The FY11 budget shows revenue at \$154,000 above what was budgeted and expenses approximately \$161,000 below budget. The airport came closer than in the past toward self sufficiency. The biggest savings was in the electrical budget at \$108,000 under budget. Sales tax numbers for the city are up 35% for November. This brings the city up 26% for the first quarter.

5. Economic Development Report

EASI Hangar 4 is substantially complete. It is currently having the floor and ceiling painted. The final step is the certification of the fire suppression system. After this test and cleanup, EASI will be able to move in and begin operations. Hangar 0 or 3 will be vacated at that time, to have its own fire suppression system installed.

6. Airport Management Report:

a. AMR Bankruptcy

Currently there are no aircraft or schedule changes for Abilene. The biggest changes are with ATR markets, which will now be jet service. This does not affect Abilene.

b. Ann's Airport Café

Ann Smith feels that she needs to spend more time off her hip after her injury. She has decided to retire. The airport will begin the request for proposals process to find a replacement. The restaurant has maintained consistent business and maintained profitability. Ann has committed to stay until the airport finds a replacement.

c. Review and Acknowledgement of Statistical Reports

Enplanements were down in December over last year. Overall for the year, the airport is up 9% for revenue enplanements. The airport parking lot revenue was down 1.5% to reflect enplanements.

d. Regulatory and Legislative Issues Update

Congress will be looking at the FAA reauthorization. It is likely that there will be a 22nd extension.

e. TRACON Consolidation

During a conference call with Congressman Neugebauer and the FAA, the airport asked the FAA to reconcile the business case from 2010 and the independent study commissioned in February 2011. Despite having several weeks to research the studies, the issue was not adequately resolved. There is a legal appeal process through the Department of Transportation Inspector General Investigation.

The new tower will open at the end of April. The TRACON will remain in Abilene for up to 2 years while they add equipment to Dallas, operating out of a portable building.

f. TSA Security Equipment Upgrade

TSA will be installing the Advanced Imagery Technology in Abilene at the end of January. The scanner will only show an outline of a person, unless it detects a suspicious object.

g. Update on Current Projects:

Airfield Lighting Control System/Beacon Replacement - Installing the final panel in the control tower.

New Control Tower -

Taxiway C Reconstruction - 11% complete

Taxiway EASI Reconstruction - 15% complete

Snow Removal Equipment Building - Looking at different approaches to lower the cost.

Projects in design – Taxiways M, N, P

h. Air Service and Business Development Update – Changes to ABI VIP program

The VIP drawings were done on the radio with Doc and Kelly. The VIP program has had some changes. The airport is looking to reward frequent fliers based upon number of times flown. The VIP program now has three levels of rewards. Levels two and three will offer free coffee and bottled waters. A new program will give frequent fliers discount cards.

The airport is looking at redoing TV, radio and print advertisements redone with a production company. The airport will be putting out an RFQ. This is expected to occur during the second fiscal year quarter.

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 was entered into at 4:05 pm and exited at 4:11 with no decisions being made.

7. Consideration and Action to approve a construction oversight task order with URS.

Item 7 was removed from consideration.

8. Consideration and Action to approve an amendment to URS Task Order 23.

Item 8 was removed from consideration.

9. Consideration and Action to approve extending the gift shop rent abatement through December 31, 2012.

Rusty Emmons, operator of the gift shop has requested a second year of abatement. The airport feels that this second abatement would be reasonable. However, it was noted that a third abatement would not be in the airports best interest. Mr. Emmons gave many reasons why the airport should continue abating rent. Mr. Emmons has helped on many airport promotions and helped with running the restaurant in times of need. The gift shop has been running smoothly with good customer service. This will go to city council for approval.

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

10. Adjourn.

Motion to adjourn at 4:15 pm made by Mr. Crowder. Seconded by Mr. Leonard. Motion passed.

Signature of Chairman to confirm minutes: _____ Date: _____