

AIRPORT DEVELOPMENT BOARD

February 8, 2012

MINUTES

MEMBERS PRESENT: Lawrence Gill, Chairman, Woody Gilliland, Vice Chairman, Joe Crowder, Cindy Haley, Michael Redden, Stan Egger, Myrna Grigsby, Jacque McCoy, Gray Bridwell, David Lynn

MEMBERS ABSENT: Kirk Thaxton

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

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

VISITORS: Garner Roberts, ARN, Marc Gustafson, KTAB/KRBC

1. Call to order

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

2. Introduce visitors

Mr. Gill introduced the two newest board members, Jacque McCoy and Gray Bridwell.

3. Consideration and Action approving minutes of the January 2012 meeting

Mr. Gill asked if there were any corrections to the minutes of the January 2012 meeting. Hearing none, the January 2012 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. There is an RFQ in process for professional production of print, audio and video advertisements. The airport featured a commercial during the super bowl. The VIP program will be revamped, with multiple achievement levels. The airport is looking at providing a luncheon for their top VIP members. The Mall of Abilene and Chick-fil-A will be sponsoring the VIP program. The restaurant RFP has been sent out. Rusty with the gift shop has renewed the contract for another year.

5. Economic Development Report

Hangar 4 has had its fire suppression system installed and tested. Eagle Aviation will be vacating Hangar 0 and moving into Hangar 4, while Hangar 0's fire suppression system is installed.

6. Airport Management Report:

a. AMR Bankruptcy

There have been no major announcements. It will be a few weeks before the American's restructuring of American Eagle is announced to the public.

b. Restaurant Operator Search

The airport sent out 8 packets for the restaurant RFP. There was a pre proposal conference with no respondents. Proposals are due Tuesday the 14th. After that time, the airport will seek out vendors on an unofficial basis.

c. Review and Acknowledgement of Statistical Reports

January's revenue enplanements are up 7% over last year. Car rentals were up in December. These growth numbers are up, despite the loss of the Texas Forest Service.

d. Regulatory and Legislative Issues Update

The FAA Reauthorization bill has been signed by both the House and Senate and is on its way to the President. With this bill, AIP funding will be 90% federal with a 10% local match. Previously, AIP funding was based on a 95%/5% split. The airport has planned for this in the last few years and will have the funding required for this local increase.

e. TRACON Consolidation

The airport is working with the FAA to get clarification on the business case and justification for moving the TRACON to DFW.

f. Tower Commissioning Ceremony

The airport has begun the scheduling process for the tower commissioning ceremony. At this time the airport is considering the first week of May.

g. TSA Security Equipment Upgrade

The Advanced Imaging System installation has been rescheduled for February 17th.

h. URS Task Order 23 Amendment and Construction Inspection Task Order

This Task Order will rebid the Snow Removal Building. The amendment fell below the threshold that requires City Council approval; therefore, this does not need board consideration. The project has been released for bids.

i. Update on Current Projects –

Airfield Lighting Control System/Beacon Replacement- Completed, aside from the switch over to the new tower.

New Control Tower-

Taxiway C Reconstruction- 14.5% complete

Taxiway EASI Reconstruction- 18% complete

Snow Removal Equipment Building- Out for bid.

Projects in design – Taxiway's M, N, P

j. Air Service and Business Development Update

The airport is working on an RFQ to hire a production company to produce higher quality advertisements. The VIP program has 1,231 passengers registered with 44 new since January. The airport will be doing VIP discount cards based on number of times flown out of Abilene.

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 3:58 pm and exited at 4:09 with no decisions being made.

7. Consideration and Action to approve office space lease with EASI.

Item 7 was removed from consideration.

8. Consideration and Action to approve a Multi-Year Use Agreement with Texas Forest Service

This agreement will bring the air tanker base back to Abilene Regional Airport. Previously, the airport did a lease each year. In order to avoid a short notice situation, the airport has negotiated a multi-year lease. This agreement will go through December 31, 2014. There is no fee associated with this lease. However, the airport will receive fuel flowage fees for their aircraft.

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

9. Consideration and Action to approve a Task Order with Mead & Hunt.

This task order will be to gather data and to attend meetings at the Network USA conference alongside airport staff. This task order is for \$5,875. The airport receives funding for this task order from DCOA.

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

10. Adjourn.

Motion to adjourn at 4:23 pm made by Mr. Crowder. Seconded by Mr. Redden. Motion passed.

Signature of Chairman to confirm minutes: _____ Date: _____