

AIRPORT DEVELOPMENT BOARD

April 11, 2012

MINUTES

MEMBERS PRESENT: Lawrence Gill, Chairman, Joe Crowder, Cindy Haley, Michael Redden, David Lynn, Kirk Thaxton, Jacque McCoy

MEMBERS ABSENT: Woody Gilliland, Vice Chairman, Stan Egger, Myrna Grigsby, Gray Bridwell

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

CITY EMPLOYEES: Richard Burdine, Assistant City Manager, Dan Santee, City Attorney, Mindy Patterson, Director of Finance

VISITORS: Lisa Williams, Farid Gozashti

1. Call to order

Mr. Gill called the Airport Development Board meeting to order at 3:40 pm.

2. Introduce visitors

Mr. Gill introduced Mindy Patterson with the City and Lisa Williams with the Finance Committee. Mr. Gill also introduced Farid Gozashti who is interested in building a new hangar at the airport.

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

Mr. Gill asked if there were any corrections to the minutes of the March 2012 meeting. Hearing none, the March 2012 meeting minutes stood approved as distributed.

4. Finance and Operations Sub Committee Report

The meeting did not take place due to diversions at the airport.

Mr. Lynn invited Mrs. Patterson to discuss sold debt funds that became available to the airport. The available funding and interest on these funds are specific to the types of work and locations of the work to be performed. If the funds are not spent, the money must be returned. Mrs. Patterson discussed potential upcoming projects to make use of these funds. The project must also be for similar funding durations as the original bond.

5. Economic Development Report

Mr. Burdine did not present a Economic Development Report.

6. Airport Management Report:

a. AMR Bankruptcy

No major changes in Abilene. The number of employees and number of flights have not changed. AMR has released their planned cuts to labor costs, but there are no specific details available.

b. Restaurant Update

Sherri Brown is setting up the restaurant with her vendors and getting phone service installed. Setup is a little slower than planned, but she is continuing to work. She is hoping to have the restaurant running within 3 weeks. Mrs. Brown will be waiting a few months to determine whether to get a beer and wine license or the full liquor license.

c. Review and Acknowledgement of Statistical Reports

Enplanements were down approximately 3%. The airport is still up for the year in revenue passengers. Parking lot revenue was down a little for the month. Car rentals are up 20% for the month of February and 10% for the year. Car rental revenues are behind by 1 month.

d. Regulatory and Legislative Issues Update

The new FY'12 grant will be at a 90/10 split instead of the 95/5 split that the airport has had in the past. The tower commissioning ceremony will be at 11:00am May 2nd with Senator Hutchinson speaking. Congressman Neugebauer will try to be in attendance.

e. TRACON Consolidation

The temporary TRACON will be in Abilene for a longer period than was originally expected.

f. Tower Commissioning Ceremony

The tower is expected to be operational by April 29th.

- g. Update on Current Projects –**
Airfield Lighting Control System/Beacon Replacement – Going through final testing. Will be activated with the new Air Traffic Control Tower.
New Control Tower
Taxiway C Reconstruction – 36% complete
Taxiway EASI Reconstruction – 58% complete
Projects in design – Snow Removal went to bid, Taxiways M, N, P being designed.

h. Air Service and Business Development Update

The airport has put out a request for professional production services. There were three proposals. The airport has selected Pink Goose Media. The airport Facebook page currently has 292 likes. The VIP program continues to grow and now has additional sponsors.

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 4:25 pm and exited at 4:53 with no decisions being made.

7. Consideration and Action to approve a ground lease for a hangar.

Farid Gozashti is looking to build a hangar off Navajo Cr. He would like to build a 100x100 sf hangar. The lease will be at 150x150 sf. It will be based at the 18.5c psfpy standard rate. He will have a couple airplanes in his hangar as well as office space. This lease will be at 15 years with two, five year options.

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

8. Consideration and Action to approve a Task Order with Mead & Hunt for air service consulting.

There was no action on this item. This is for consulting on the SCASD grant. The price was negotiated down to \$12,000. This falls below the \$25,000 minimum that would need to go to council. Mead & Hunt would be able to make the application more appealing to potential airlines.

9. Consideration and Action to approve a Task Order 29 with URS for SRE Construction Management Services.

The contract has been approved and executed. Crowe Group has placed the order for the steel on the building. URS's fee was \$51,000. With a limited budget, the construction services will be handled by airport staff, with city building inspectors and URS on an as-needed basis.

10. Consideration and Action to approve an amendment to the Abilene Aero Ground Lease.

This will amend Abilene Aero's ground lease to add the old FAA tower's parking lot once the FAA has moved to the new control tower. Abilene Aero will fence in the new lot. This will add approximately 10,000sf ground lease area.

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

11. Adjourn.

Motion to adjourn at 4:57 pm made by Mr. Crowder. Seconded by Mr. Redden. Motion passed.

Signature of Chairman to confirm minutes: _____ Date: _____