

AIRPORT DEVELOPMENT BOARD

August 8, 2012

MINUTES

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

MEMBERS ABSENT: Gray Bridwell

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

CITY EMPLOYEES: Richard Burdine, Assistant City Manager, Daniel Santee, City Attorney

VISITORS: Joe Crawford, Bob McMillan, George Wilkins, Royal Villarreal, Mark Reed, Steve Thomas, Johnny Clifford, Ray McClure, Esteban Cruz, Joel Underwood, Mike Morgan, Jason Trevino; Abilene Aero
Carl Kieke, Abilene Reporter News

1. Call to order

Mr. Gill called the Airport Development Board meeting to order at 3:30 pm.

2. Introduce visitors

Carl Kieke with the Abilene Reporter News was in attendance. The Derryberry Airplane Team was also in attendance.

3. Recognition of Derryberry Airplane Team

Mr. Green recognized the Derryberry Airplane Team. The airport recognized Joe Crawford, Bob McMillan, George Wilkins, Royal Villarreal, Mark Reed, Steve Thomas, Johnny Clifford, Ray McClure, Esteban Cruz, Joel Underwood, Mike Morgan and Jason Trevino with Abilene Aero for their hard work displaying the Derryberry airplane at the terminal.

4. Consideration and Action approving minutes of the June 2012 meetings

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

5. Economic Development and Public Relations Sub Committee Report

The business development program budget will be requesting an increase of \$19,000 for the next fiscal year. This will be to contract with Pink Goose Media to help develop an advertising campaign. This will help rebrand the airport. The airport is also looking to outsource the ABI-VIP program website. A contractor will maintain and update the website. This \$19,000 will be requested from the DCOA. Jason Groves has been invited to join the Economic Development and Public Relations Sub Committee.

6. Finance and Operations Sub Committee Report

Mr. Lynn presented the report of July 3rd. Revenue and expense reports show that the airport is in good shape the current fiscal year. The airport proposed new initiatives for FY13. One initiative would allow for two additional operations officers. One officer position would take a leadership role. With the larger aircraft flown out of ABI compared to previous years these positions are necessary.

7. **Economic Development Report**

Mr. Burdine presented the Economic Development Report. The Economic Development department is watching the AMR bankruptcy closely. Eagle Aviation hangars may require modifications to allow for taller tailed aircraft to be maintained. The pilot's union vote will be August 9.

8. **Airport Management Report:**

a. **AMR Bankruptcy**

b. **Restaurant Update**

c. **Review and Acknowledgement of Statistical Reports**

Enplanements are down 11% for the month of July. This puts the airport down 3% for year to date. 2011 has inflated enplanements due to increase forest service travel. Comparing 2010 and 2012, there is a 4% for the month and 7% for the year increase. American Eagle revenue is up for the ABI region. Parking revenue for the month was up 9%.

d. **Regulatory and Legislative Issues Update**

The FAA is implementing a Safety Management System. This involves a detailed, and manpower intensive risk assessment program.

e. **TRACON Consolidation**

f. **Update on Current Projects:**

Taxiway C Reconstruction – The south end is at 85%. The north section perimeter road is at the first stage. This project is at 5% right now.

Taxiway EASI Reconstruction – 86% complete. Concrete has been poured.

SRE Building – Delivery of metal components should be delivered on August 15th.

Zee Jet Ramp Rehab – In planning stages.

Wildlife Hazard Management Plan – Reviewing the final details.

Upper Level Driveway – The upper level drive does not receive sunlight or rain so it is not naturally cleaned. The airport is looking to grind down the top surface and sealing it. Funding comes from the Parking Lot construction CO funds.

Projects in design – Taxiway M, N, P project designs ready.

g. **Air Service and Business Development Update**

Airport staffs have been visiting with area chambers and rotaries. Mr. Gill presented the idea of including airport information in university packets.

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 4:15pm and exited at 4:31pm with no decisions being made.

9. Consideration and Action to recommend approval of Service Facility Leases with Avis and Hertz

The leases will remain unchanged. Avis will rent the larger facility at \$18,000 per year. Hertz will rent the small facility at \$6,000 per year.

Motion to accept made by Mr. Redden and Seconded by Mrs. McCoy. Motion passed

10. Consideration and Action to recommend approval of a contract with Epic to reconstruct a portion of the Zee Jet ramp

This will replace much of the asphalt and pavement that is beyond its lifespan. This project will be managed by Meers Engineering. Epic Construction was the only contractor to bid. This project will use TXDOT standards. The total bid amount is \$108,000. This was originally budgeted at \$110,000.

Motion to accept made by Mr. Thaxton and Seconded by Mrs. Grigsby. Motion passed

11. Adjourn.

Motion to adjourn at 4:35 pm made by Mr. Crowder. Seconded by Mrs. McCoy. Motion passed.

Signature of Chairman to confirm minutes: _____ Date: _____