

AIRPORT DEVELOPMENT BOARD

May 11, 2016

MINUTES

MEMBERS PRESENT: Woody Gilliland, Vice Chairman, Joe Crowder, Kirk Thaxton, David Lynn, Mary Lee Brooks, Cindy Ramsey

MEMBERS ABSENT: Lawrence Gill, Chairman, Gray Bridwell, Stan Egger, Tammy Virden, Michael Redden

AIRPORT STAFF: Don Green, Chris Taylor, Kate Alvarez, Alex Cargile

CITY EMPLOYEES: Stanley Smith, City Attorney's Office,
VISITORS:

1. Call to order

The meeting was called to order at 3:35pm

2. Introduce visitors

No visitors in attendance.

3. Consideration and Action approving minutes of the April 2016 meeting

Mr. Gilliland asked if there were any corrections to the minutes of April 2016 meeting. Hearing none, the meeting minutes stood approved as distributed.

4. Marketing and Development Sub-Committee Report

The Sub-Committee discussed the diversion boxes and their success. The price fare comparison was reviewed. The TSA Pre-Check lane has been implemented. There have been a few minor problems, but overall it has been a positive experience.

5. Finance and Operations Sub-Committee Report

The Sub-Committee reviewed the budget and where the Airport stands during the first and second fiscal year. From a budget standpoint the airport is in good shape. The parking rates were discussed.

6. Airport Management Report:

a. Review and Acknowledgement of Statistical Reports

Airport enplanements are down 7% over last year. The sales tax report for the city for March is down 4% under last year and 5.6% below budget projections.

Parking revenue is down 2% for the month and 1.7% for the year. Rental car revenues are down 11% for the year.

b. Regulatory and Legislative Issues Update

The continuing resolution for the FAA may continue until July.

- c. **Update on Current Projects –**
Runway 17R/35L – 30% completion. Bob McMillian with Abilene Aero has seen a reduction in military operations. He feels that it is less about 17R/35L being out of commission and more about a major hail storm that has taken many military aircraft out of service for repair.
Entrance Landscaping – Currently waiting on Master Gardeners.
Consolidated Rental Car Service Center – No updates at this time.
FY16 AIP Projects – Includes CC TV system for Terminal, Parking Lot and Perimeter Fencing and Audio System.
Parking Lot Revenue System Replacement – A consultant is working with staff to write specifications for this project. This project will be funded out of existing 2007 CO funds. The current system has run for 8 years. The consultant suggests that parking systems generally work for 6-8 years. Projected costs are expected at approximately \$220,000. A good deal of that is feature driven. Staff is looking for systems that will pay for themselves.

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

Analyzing airfares over multiple years the Airport is able to see trends in costs at certain times of the year. Mrs. Alvarez thinks this may be used to target marketing at certain times of year.

The TSA Pre-Check lane appears to be successful. The airport had TSA Pre-Check, but it was limited to leaving shoes and belts on. A second lane has been added for Pre-Check customers.

The Airport is continuing to work on social media advertising through promotion of posts.

The Diversion Box program with the Abilene Convention and Visitors Bureau is working well. Diverted passengers are happy to receive them. A few passengers expressed interest in coming back to Abilene for a day trip.

The Airport promoted the TV Show “Strong” by meeting the contestants at the exit gate. This helped to promote the airport on social media.

7. **Consideration and Action to revise terminal parking rates**

The airport is considering raising parking rates by \$1 for each time increment to a maximum of \$9.00 per day. The airport board discussed the possibility of raising the maximum per day to \$10. The Finance Sub-Committee came to the \$9.00 rate based on covered parking of other airports. The board recommended this rate be reevaluated by the Airport Development Board over the next few years. The Finance Sub-Committee suggested reevaluation in 3 years, however this issue may be reevaluated at a time the Airport Development Board feels necessary. This \$9.00 rate is similar to other airports in the region.

It is proposed that the employee parking rate be formalized at \$12/mo plus sales tax. Eagle Aviation Employees are not paying for parking due to an in-kind offset through DCOA.

Disabled Veterans and Purple Heart recipients receive free parking at a loss to the airport of approximately \$1,200 a month for airport parking. This is a local option, however most airports have this free parking. The Airport currently provides this benefit.

City Employees or Council Members away performing City business receive free airport parking.

Motion to accept this action made by Mr. Redden and seconded by Mr. Crowder. Motion Approved.

8. Adjourn.

Motion to adjourn at 4:18 pm made by Mr. Crowder. Seconded by Mrs. Virden. Motion passed.

Signature of Chairman to confirm minutes: Lawrence R. Hill Date: _____