

2010 Finance Committee Work Plan

2010 Committee Goals and Objectives

1. Meetings Schedule

- a. Steering Group Meeting- January 25, 2010
- b. Economics and Finance Conference - Support ACI-NA with identification of topics and speakers for the Conference to be held on May 3-5 in Miami.

Topics Included:

- i. State of the Economy and the Industry
 - ii. Non-aeronautical revenue development
 - iii. Capital projects update
 - iv. Financial market overview
 - v. Airport airline roundtable
 - vi. Latest trend in rental car facility
 - vii. Leadership development and succession planning
 - viii. Air service incentives
 - ix. Public private partnership
- c. CFO Summit-July 20-21, 2010 in Oakland
 - d. Annual Conference-September 25-29 in Pittsburgh, PA

2. ACRP Project Coordination

- a. Prepare ACRP Problem Statements, which address financial issues faced by the airport community.
- b. Communicate ACRP Projects participation opportunities to obtain Committee participation and project status to facilitate [the usability of the final product].

3. Support Legislative Change

- a. Support ACI-NA on PFC increase
- b. Support change of PFC collections process
- c. Support eliminating AMT on airport bonds

4. Communication Platforms

- a. Conduct periodic Webinars as supplemental information exchange between key conferences regarding urgent issues or general topics of interest.
- b. Enhance the capabilities and use of the Finance Committee Resource Center to serve as a central place for committee members to access resource materials, sample documents, and survey reports.
- c. Establish liaisons with other ACI-NA Committees to keep abreast of overlapping issues.

2010 Working Group Goals and Objectives

1. Strategic Planning and Performance Management Working Group **(Formally Benchmarking/Metrics Working Group)**

Working Group Chair: Stephen Gordon, Oakland

- a. Complete ACI-NA Benchmarking Survey for 2010 and increase participation
 - i) Update survey form to incorporate the output from the ACRP 01-09 project, and establish the schedule for survey distribution, response and publication.
 - ii) Review financial metrics to streamline and re-categorize measures to be consistent with definitions being established in ACRP 01-09, including distinguishing between “Core” and “Key” measures comparison of financial/operational efficiency and effectiveness. Based on Working Group input in 2009, incorporate these measures into new “Dashboard” pages on the survey instrument, for Large, Medium, Small and Cargo airports. Also include a survey page containing measures (previously vetted by the Working Group) which participating airports may distribute to their airlines, at their sole discretion.
 - iii) Hold up to two on-line training sessions for Airport staff who will be primarily responsible for filling out the annual Finance Survey.
 - iv) Distribute survey, retrieve results and summarize findings using MS Access and in summary slides for Committee presentation.
 - v) Coordinate with FAA and ACRP 01-09 authors to achieve standardization of definitions.
- b. Plan the Working Group session for the ACI-NA Economics and Finance Conference. Complete planning for Conference Session CS2a.
- c. Commence regularly scheduled Working Group conference calls through ACI. Calls will be monthly at most and quarterly at least, depending on time of year.
- d. Provide assistance to, and support the ACRP 01-09 workshop that will be conducted in conjunction with the 2010 ACI-NA Economics and Finance Conference.
- e. Participate in ACRP 01-13 which will fund creation of a new survey database that may be able to replace and improve the reporting functionality of the current ACI Finance Benchmarking Survey. ACI staff and the working group leadership will help shape this project to achieve this end. It is hoped that an online tool would be ready for use to collect data for the FY 2011 (in 2012).

2. Accounting/Financing Working Group

Working Group Chair: Jami McLeod, Nashville

- a. Host a “lunch & learn” webinar in June to provide update of the municipal bond market.
- b. Develop a checklist of disclosure items for general airport activity on website, develop a checklist of disclosure items unique to bond offering and continuing

disclosure thereafter, and identify possible language options when users navigate to these web pages.

- c. Host webinar with underwriters' counsel as they plan their due diligence and onsite visits related to a bond issuance.
- d. Facilitate and coordinate GASB 53 and history of derivatives topic at the Economics conference with a panel of a CPA, an airport representative and an investment banker.
- e. Continue to follow Other Post-Employment Benefits (OPEB) disclosure topic and prepare to present an update in 2011 after all airports have complied with the reporting requirements.

3. Airport/Airline Business Working Group **(Formerly Airline Business/Use Agreement Working Group)**

Working Group Chair: Kim Jones, Dane County, Madison, Wisconsin

- a. Facilitate the dissemination and distribution of the Airline Rates and Charges Consultation material and provide opportunities to discuss the material.
- b. Continue to provide input and help review the white paper on credit standards being developed by the research team led by Pete Stettler of Ricondo.
- c. Collect sample use/lease agreements and post to the ACI-NA Resource Center for member access and determine best approach to keep the sample current and timely, and keep members informed of new use/lease agreements.
- d. Conduct research on PFC utilization and develop best practices for determining the utilization of PFC funding, including airline presentations to secure their support.
- e. Suggest additional opportunities to develop complementary ACRP problem statements that further expand on the CIP process and the role it plays in strategic planning.
- f. Create a new collection of documents in the ACI-NA Resource Center of existing policies/procedures used by airports, both internally and externally, in decision making regarding the CIP. Encourage submittal of documents and review material to determine if further research or development of best practices is warranted, or if an ACRP problem statement should be considered.