# AIRPORT BOARD

## AGENDA

**6:00 PM, WEDNESDAY, FEBRUARY 11, 2015**

**MAJOR WILLIAM F. LONG TERMINAL BLDG.**
**400 BRITISH FLYING SCHOOL BLVD., TERRELL, TX 75160**
**CONFERENCE ROOM**

Raymond Hicks
Chairman

Mike Grout
Vice-Chairman

Bill Jenkins
Member

Juan Salazar
Member

Shayne Phillips
Member

Andrew McJannett-Smith
Member

Michael McGrew
Member

Dorman Williamson
Member

1) CALL TO ORDER

2) CONSIDER APPROVAL OF THE MINUTES OF DECEMBER 10, 2014

3) ELECTION OF OFFICERS

4) RECEIVE FBO'S REPORT ON AIRFIELD OPERATIONS & ACTIVITIES

5) DISCUSS AIRPORT PLANNING AND TXDOT CIP

6) DISCUSS AIRPORT MARKETING PROJECT

7) DISCUSS GENERAL AIRPORT-RELATED MATTERS

   a. FUEL PRICE COMPARISON REPORT
   b. FINANCIAL STATEMENT
   c. FLY-IN REPORT
   d. MISCELLANEOUS ITEMS

8) HEAR REMARKS FROM VISITORS

9) ITEMS FOR FUTURE MEETINGS

10) SET NEXT MEETING DATE - APRIL 8, 2015

11) CONSIDER A MOTION TO ADJOURN

CORPORATE SEAL
TEXAS
CITY OF TERRELL

I HEREBY CERTIFY THAT THIS NOTICE WAS POSTED ON THE BULLETIN BOARD AT TERRELL CITY HALL, 201 E. NASH ST., TERRELL, TEXAS, ON WEDNESDAY, FEBRUARY 4, 2015 AT 3:30 P.M.

JOHN ROUNSAVALL, CITY SECRETARY
(SEAL)

**AIRPORT BOARD MEETING**
**December 10, 2014 6:00 PM**
**WILLIAM F. LONG TERMINAL BLDG. – CONF. RM**
**400 BRITISH FLYING SCHOOL BLVD., TERRELL, TEXAS**

**MEMBERS PRESENT:**
Michael McGrew, Raymond Hicks, Shayne Phillips, Bill Jenkins, Michael Grout, Andrew McJannett-Smith, Juan Salazar, Dorman Williamson

**MEMBERS ABSENT:** None

**OTHERS PRESENT**:
Talana Morris, MPD Ventures
Melissa Hardin, Terrell Aviation
Mike Hardin, Terrell Aviation
Steve Rogers, City of Terrell
Glenn Caldwell, City of Terrell
Mike Elswick, Terrell Tribune
Frank McIllwain, Garver
Rod Kinkaid

**CALL TO ORDER:**
The meeting was called to order by Raymond Hicks at 6:00 p.m.

**CONSIDER APPROVAL OF MINUTES:**
Motion made by Dorman Williamson to approve the minutes of the October 8, 2014 meeting. Bill Jenkins seconded the motion. Motion carried.

**RECEIVE FBO'S REPORT ON AIRFIELD OPERATIONS & ACTIVITIES:**
Melissa Hardin informed the board of activities at the airport. No FBO Report provided.

**DISCUSS AIRPORT PLANNING AND TXDOT CIP:**
Steve Rogers presented the board with a Project Update Report form Garver. Some of the items included in the report were:

- T-Hangar Development - Construction contract awarded to Phillips May Construction. Construction to began on Nov. 3, 2014 and is anticipated to be complete in March 2015.
- Terminal Area Development Plan - Project has been completed.
- Terminal Area Utilities - Opened Bids on Oct. 28, 2014. Received 5 bids with the low bid submitted by XIT Paving & Construction. Construction anticipated to begin February 2014 and completed by May 2015.
- Airfield Drainage & Floodplain Study - Floodplain Study is anticipated to be complete by end or the year.

**DISCUSS AIRPORT MARKETING PROJECT:**
Talana Morris, of MPD Ventures, discussed having the 2015 Food tuck event in conjunction with the Memorial Day Air Race in May.

**DISCUSS GENERAL AIRPORT-RELATED MATTERS:**

A. **Fuel Price Comparison Report** – Glenn Caldwell discussed the Airnav.com comparison report of fuel rates within a 30 mile radius of Terrell.

B. **Financial Statements** – Financial report for October 2014 showed income of $273.07 and expenses of $9,243.20 for a net income of $-8,970.13.

C. **Fly-In Report** – City staff & BFTS are working on schedule for planning meetings. Next Fly-in will be on September 19, 2015.

D. **Miscellaneous Items** – none

**HEAR REMARKS FROM VISITORS:**
none

**ITEMS FOR FUTURE MEETINGS:**
Provide drawing of Terminal Area Development Plan.

**SET NEXT MEETING DATE:**
All board members present agreed that the next regularly scheduled meeting will be held on Wednesday, February 11, 2015 at 6:00 p.m. at the Major William F. Long Terminal Building.

**CONSIDER A MOTION TO ADJOURN:** Motion made by Juan Salazar and seconded by Andrew McJannett-Smith to adjourn meeting at 6:36 p.m. Motion carried.

_____
**Raymond Hicks, Chairman**

# December

| Day | Piston | | | Turbo Prop | | | JET | Walk ins | |
|---|---|---|---|---|---|---|---|---|---|
| | Single Engine | Multi-Engine | Helicopter | Single Engine | Multi-Engine | Helicopter | Jet | | |
| 1 | 6 | 2 | | | | | | 1 | Mon |
| 2 | 17 | 3 | 1 | | 2 | 1 | | | Tues |
| 3 | 8 | | | | 2 | | | | Wed |
| 4 | | | | | | | | | Thurs |
| 5 | 2 | | | | | | | 3 | Fri |
| 6 | 16 | 1 | | | | | | 6 | Sat |
| 7 | | | | | | | | | Sun |
| 8 | 11 | 1 | | | 2 | | | 5 | Mon |
| 9 | 13 | 2 | | | | | | 4 | Tues |
| 10 | 22 | 1 | | | | | | 14 | Wed |
| 11 | 6 | | | | | | | 3 | Thurs |
| 12 | 8 | | | | 2 | | | 12 | Fri |
| 13 | 23 | 2 | | | | 1 | | 2 | Sat |
| 14 | | | | | | | | | Sun |
| 15 | 24 | 1 | | | | | | 5 | Mon |
| 16 | 15 | 3 | | | | | | 3 | Tues |
| 17 | 16 | 4 | | | 3 | | | | Wed |
| 18 | 14 | 1 | | | 1 | | 1 | 1 | Thurs |
| 19 | 15 | 3 | 1 | | | | | 6 | Fri |
| 20 | | | | | | | | | Sat |
| 21 | | | | | | | | | Sun |
| 22 | | | | | | | | | Mon |
| 23 | 11 | | | | | | | | Tues |
| 24 | | | | | | | | | Wed |
| 25 | | | | | | | | | Thurs |
| 26 | | | | | | | | | Fri |
| 27 | | | | | | | | | Sat |
| 28 | | | | | | | | | Sun |
| 29 | 9 | 2 | | | | | | 2 | Mon |
| 30 | 15 | 2 | | | | | | 4 | Tues |
| 31 | 23 | 1 | | 2 | | | | 9 | Wed |
| TOTALS: | 274 | 29 | 2 | 2 | 12 | 2 | 1 | 80 | |
| | | | | | | | | 322 | |

| Jet Traffic | | Company | | Turbo Prop | | Company |
|---|---|---|---|---|---|---|
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

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www.GarverUSA.com

# PROJECT UPDATE REPORT

## TERRELL MUNICIPAL AIRPORT

## February 2015

T-Hangar Development

1. Construction contract awarded to Phillips May Construction
2. Construction began on November 3, 2014
3. Construction continuing on earthwork and paving areas
4. Building materials anticipated to be delivered March 26, 2015

Terminal Area Development Plan

1. Project has been completed

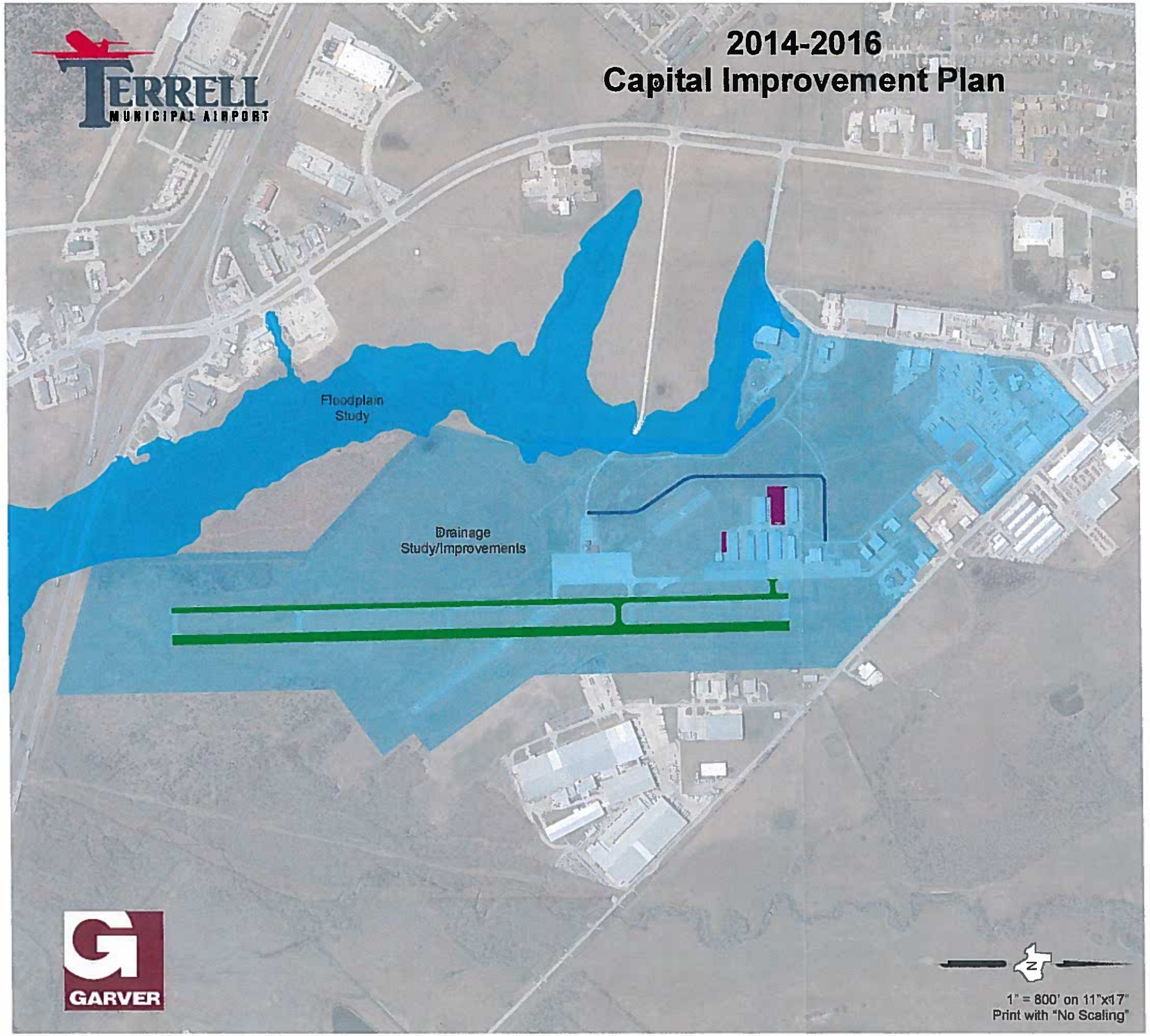
Terminal Area Utilities

1. Opened bids on February 3, 2015
2. Construction anticipated to begin at the early April 2015 and completed by June 2015

Airfield Drainage and Floodplain Study

1. Project consists of comprehensive study of storm drainage at the airport and study and remapping of King's Creek Tributary floodplain (west side of the airport)
2. Draft Final Floodplain Study was submitted to City and TxDOT on January 28, 2015
3. Anticipating review meeting with City and TxDOT in mid-February

# 2014-2016
# Capital Improvement Plan




**FY 2014**

- T-Hangar and Access Taxiway - Engineering
- T-Hangar - Construction
- T-Hangar Access Taxiway - Construction
- Drainage Study
- Perimeter Road, Fence, and Drainage Improvements - Engineering

**FY 2015**

- Drainage Improvements
- Perimeter Fencing - Construction
- Perimeter Road - Construction
- Contingency, RPR, and Admin
- Runway Rehabilitation and Taxiway Construction - Engineering

**FY 2016**

- New Parallel Taxiway - Construction
- Runway Rehabilitation - Construction
- Contingency, RPR, and Admin

| | Airport / FBO | | 100LL<br>$3.70—$8.33<br>average $5.46 | | Jet A<br>$3.35—$6.68<br>average $4.94 | | | |
|---|---|---|---|---|---|---|---|---|
| KTRL | *Terrell Municipal Airport* Terrell, TX | | | | | | | |
| | Terrell Aviation | Avfuel | FS | $4.65 | FS | $4.78 | GUARANTEED | AIRBOSS |
| KHQZ<br>13 W | *Mesquite Metro Airport* Mesquite, TX | | | | | | | |
| | Mesquite Metro Airport | | SS<br>FS | **$3.70**<br>$4.30 | SS<br>FS | **$3.35**<br>$3.95 | GUARANTEED | |
| 76F<br>14 E | *Van Zandt County Regional Airport* Wills Point, TX | | | | | | | |
| | Van Zandt County Regional Airport | Avfuel | SS | $4.50 | | | | 17-Dec-2014 update |
| F46<br>16 NNW | *Ralph M Hall/Rockwall Municipal Airport* Rockwall, TX | | | | | | | |
| | Texas Air Center, LLC | | FS | $4.65 | FS | $4.65 | GUARANTEED | |
| 74XA<br>22 SSE | *Gun Barrel City Airpark* Gun Barrel City, TX | | | | | | | |
| | Galvic Enterprises, Texas Inc. | Avfuel | FS | $4.98 | | | | 05-Sep-2014 update |
| T57<br>24 WNW | *Garland/DFW Heloplex* Garland, TX | | | | | | | |
| | Sky Helicopters | | FS | $6.19 | FS | $5.99 | | 04-Sep-2014 update |
| KGVT<br>24 NNE | *Majors Airport* Greenville, TX | | | | | | | |
| | Greenville Aviation | independent | FS | $4.16 | FS | $4.31 | | 21-Jan update |
| KLNC<br>24 WSW | *Lancaster Regional Airport* Lancaster, TX | | | | | | | |
| | Lancaster Regional Airport | Shell Aviation | SS<br>FS | $3.99<br>$4.85 | FS | $3.99 | GUARANTEED | AIRBOSS |
| T13<br>25 WSW | *Dallas South Port Airport* Palmer, TX | | | | | | | |
| | Pumpkin Air | independent | SS | $4.90 | | | GUARANTEED | |
| F41<br>30 SW | *Ennis Municipal Airport* Ennis, TX | | | | | | | |
| | Hammock Aviation Services | | SS | $3.94 | SS | $4.20 | | 21-Jan update |
| KRBD<br>30 W | *Dallas Executive Airport* Dallas, TX | | | | | | | |
| | Jet Center of Dallas | | SS<br>FS | $4.50<br>$5.45 | FS | $4.30 | GUARANTEED | AIRBOSS |

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | AMBASSADOR JET CENTER NO RAMP FEES | UVair FBO NETWORK | FS | $4.95 **$4.85** | FS | $4.30 **$4.15** | GUARANTEED | AIRBOSS |

**KDAL** *Dallas Love Field Airport* Dallas, TX
31 WNW

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | TEXTAR AVIATION UVair FBO NETWORK | UVair FBO NETWORK | FS | $7.38 | FS | $5.36 | GUARANTEED | AIRBOSS |
| | BUSINESS JET CENTER | | FS | $5.25 | FS | $4.05 | GUARANTEED | AIRBOSS |
| | LANDMARK AVIATION | Shell Aviation | FS | $7.44 | FS | $5.95 | GUARANTEED | |
| | JET AVIATION A GENERAL DYNAMICS COMPANY AIR ELITE | Ascent | FS | $7.19 | FS | $5.19 | GUARANTEED | AIRBOSS |
| | Signature FLIGHT SUPPORT A BBA Aviation company | independent | FS | $8.326 | FS | $6.679 | GUARANTEED | |
| | Dalfort FUELING | independent | FS | $8.326 | FS | $6.679 | GUARANTEED | |

**KTKI** *Collin County Regional Airport at Mc Kinney* Dallas, TX
32 NNW

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | McKINNEY AIR CENTER | | FS | $4.56 | FS | $4.41 | GUARANTEED | |

**KADS** *Addison Airport* Dallas, TX
33 WNW

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | Atlantic Aviation | independent | FS | $7.12 | FS | $5.86 | 29-Jan update | |
| | MILLION AIR Million Air Dallas | | FS | $7.19 | FS | $5.89 | 27-Jan update | |

**F69** *Air Park-Dallas Airport* Dallas, TX
34 WNW

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | ALS Services (Plano Flight School) | independent | AS | $4.03 | | | 09-Jan update | |

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| | FY2014 | FY 2015 Budget | 1/31/2015 | FY 2015 YTD |
|---|---|---|---|---|
| **Income** | | | | |
| Hanger Revenue | 118,620.00 | 170,000.00 | 12,615.00 | 12,615.00 |
| Old Castle | 183,952.52 | 122,435.00 | 10,202.92 | 10,202.92 |
| Environmental Co-op | 500.00 | 3,600.00 | 300.00 | 300.00 |
| City of Terrell Lease 400 Industrial | 16,399.92 | 17,500.00 | 1,366.66 | 4,099.98 |
| BFTS Lease | 1,250.00 | 1,500.00 | | 1,500.00 |
| Star Transit Lease (Annual) | | 5,200.00 | | |
| Madix Lease (Annual) | 3,000.00 | 3,000.00 | | |
| Eagle Sky Patrol | 6,000.00 | 6,000.00 | | |
| 800 Airport Rd | | 25,000.00 | | |
| Other | 150.00 | 0.00 | 0.00 | 25.00 |
| Grant Proceeds | 46,301.90 | 50,000.00 | | |
| Interest | 2,472.07 | 2,000.00 | 0.00 | 711.28 |
| **Total Income** | 378,646.41 | 406,235.00 | 24,484.58 | 29,454.18 |
| **Expense** | | | | |
| Maintenance | 21,907.36 | 27,550.00 | 1,489.17 | 7,352.91 |
| Ramp Match TxDOT | 46,592.79 | 100,000.00 | 817.82 | 2,304.31 |
| Fly-In | 19,166.47 | 15,000.00 | 595.25 | 7,822.61 |
| Advertising | 33,035.13 | 25,000.00 | 0.00 | 0.00 |
| Insurance | 5,068.00 | 10,000.00 | 0.00 | 3,586.00 |
| Utilities | 44,109.00 | 50,000.00 | 19,865.43 | 25,073.16 |
| Other Contracts & Services | 49,515.92 | 71,000.00 | 523.85 | 3,213.83 |
| Capital | 294,607.35 | 575,923.00 | 1,575.00 | 18,212.65 |
| Transfer Out | 20,238.00 | 20,238.00 | 1,686.50 | 5,059.50 |
| | 534,240.02 | 894,711.00 | 26,553.02 | 72,624.97 |
| **Total Expense** | 534,240.02 | 894,711.00 | 26,553.02 | 72,624.97 |
| **Net Income** | **-155,593.61** | **-488,476.00** | **-2,068.44** | **-43,170.79** |

| | | |
|---|---|---|
| **Bank Balance As Of 09/30/14** | * | 1,433,123.63 |
| **Bank Balance As Of 01/31/15** | | 1,375,828.95 |

*** Unaudited Informaition**