



**AIRPORT BOARD
AGENDA**

**WEDNESDAY, OCTOBER 12, 2016, 6:00 PM
WILLIAM F. LONG TERMINAL BLDG.
400 BRITISH FLYING SCHOOL BLVD., TERRELL, TX 75160
CONFERENCE ROOM**

Raymond Hicks
Chairman

1) CALL TO ORDER

Mike Grout
Vice-Chairman

2) CONSIDER APPROVAL OF THE MINUTES AUGUST 10, 2016

Bill Jenkins
Member

3) CONSIDER APPROVAL OF SPECIAL MEETING MINUTES AUGUST 24, 2016

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

Juan Salazar
Member

5) DISCUSS MARKETING PROJECT

6) DISCUSS GENERAL AIRPORT-RELATED MATTERS

Shayne Phillips
Member

a. FUEL PRICE COMPARISON REPORT

b. FINANCIAL STATEMENT

Michael McGrew
Member

c. FLY-IN REPORT

d. MISCELLANEOUS ITEMS

Dorman Williamson
Member

7) HEAR REMARKS FROM VISITORS

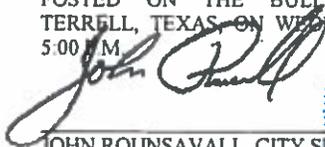
8) ITEMS FOR FUTURE MEETINGS

Brian Brown
Member

9) SET NEXT MEETING DATE - DECEMBER 14, 2016

10) CONSIDER A MOTION TO ADJOURN

I HEREBY CERTIFY THAT THIS NOTICE WAS
POSTED ON THE BULLETIN BOARD AT
TERRELL, TEXAS, ON WEDNESDAY, OCTOBER 12, 2016 AT
5:00 P.M.


JOHN ROUNSAVALL, CITY SECRETARY
(SEAL)





**AIRPORT BOARD MEETING
WEDNESDAY, AUGUST 10, 2016
WILLIAM F. LONG TERMINAL BLDG. – 400 BRITISH FLYING SCHOOL BLVD.
CONFERENCE ROOM
6:00 PM**

MEMBERS PRESENT: Raymond Hicks, Bill Jenkins, Michael Grout, Shayne Phillips, Brian Brown, Dorman Williamson, Juan Salazar

MEMBERS ABSENT: Michael McGrew

OTHERS PRESENT:

Glenn Caldwell, Director of Public Services
Talana Morris, MPD Ventures
Melissa Hardin, Terrell Aviation
Gary Lindsey, Terrell Tribune

CALL TO ORDER: Chairman Raymond Hicks called the meeting to order at 6:00pm.

CONSIDER APPROVAL OF THE MINUTES OF APRIL 13, 2016: Motion made by Shayne Phillips to approve April 13, 2016 minutes, seconded by Michael Grout. Motion carried.

RECEIVE FBO'S REPORT ON AIRFIELD OPERATIONS & ACTIVITIES: Melissa Hardin provided a verbal report. The Ercoupe Event was held June 23-26, 2016 at the new Terminal Building. We ended up with 30 Ercoupes and 85 to 90 people were in and out. The longest distance flown was a gentleman from Gaylord, Michigan. The youngest pilot that flew in was 52 years old and the oldest was 81 years old. The attendee's really enjoyed being in Terrell and spoke well of the hospitality that they received.

There's a lot going on, we're getting ready for the Air Show. We ordered an additional fuel truck to take care of both ends to prevent waiting.

DISCUSS AIRPORT MARKETING PROJECT: Talana Morris provided a verbal report. We are wrapping up some marketing promotions. Mainly focusing on the Fly-In. Stuffers were placed in the Terrell resident's water bill, promoting the Fly-In. Another stuffer will be added to the August bills. We are advertising through social media, flyers and posters. The Range Radio Station will be there broadcasting during the event. The weekend prior to the Fly-In, at the Heart of Texas Air Show(Waco, TX) the announcer will be reading 10 second announcements about our Fly-In. Our posters will be posted at the event in Waco.

DISCUSS GENERAL AIRPORT-RELATED MATTERS:

- A. **Fuel Price Comparison Report** – The Airnav.com comparison report of fuel rates within a 30 mile radius of Terrell was provided in the packets. The low lead has gone down.
- B. **Financial Statements** – a report was provided in the agenda packet by John Rounsavall. One of our goals is to review our current hangar lease rental rate. We have a new tenant (BFTS Museum) at 1010 Airport Rd, that will bring in additional revenue.

- C. **Fly-In Report** – We will have two billboards this year (near U-Rent-It and off of IH-20) in the same locations. There will not be a barbecue tent this year due to conflict in scheduling. Our former Mayor Hal Richards is trying to secure Mr. Glover to identify what planes he will be willing to bring. There will be some changes for crowd control. We will still have the barbecue area available for spectators to be able to watch the Air Show. The location where Madix is building a new facility will interfere with the flight path. If there is another Fly-In, we will need to reassess moving forward.
- D. **Miscellaneous Items** – In a previous meeting, the Board have been asked to provide suggestions regarding the RAMP program to identify potential projects. One of the things we are planning to do in FY 2017 is to address drainage with those funds. Unless someone on the Board have a objection or concern, related that project. Drainage is a critical component for the Airport that needs to be addressed. We are looking at utilizing those funds for the drainage at the Airport. Raymond asked, "If the drainage project was setup in the Capital Improvement Budget?" Glenn replied, "A portion of funding was included, but in order to address the amount of drainage issues, we will need all the funding we can get. Which that wouldn't qualify for the RAMP project because it's Airside. We are planning to address Airside and Non-Airside."

Melissa suggested vegetation removal for the RAMP project. Glenn stated they will address that in FY 2016 RAMP program. We have also considered having some crack sealing done.

HEAR REMARKS FROM VISITORS: None.

ITEMS FOR FUTURE MEETINGS: None.

SET NEXT MEETING DATE:

All board members present agreed that the next regularly scheduled meeting will be held on October 12, 2016 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 Dorman Williamson to adjourn meeting at 6:20pm. Motion carried.

Raymond Hicks, Chairman



SPECIAL AIRPORT BOARD MEETING
WEDNESDAY, AUGUST 24, 2016
WILLIAM F. LONG TERMINAL BLDG. – 400 BRITISH FLYING SCHOOL BLVD.
CONFERENCE ROOM
6:00 PM

MEMBERS PRESENT: Raymond Hicks, Bill Jenkins, Michael Grout, Shayne Phillips, Brian Brown, Dorman Williamson, Juan Salazar, Michael McGrew

MEMBERS ABSENT: None.

OTHERS PRESENT:

Glenn Caldwell, Director of Public Services
Melissa Hardin, Terrell Aviation
Gary Lindsey, Terrell Tribune

CALL TO ORDER: Chairman Raymond Hicks called the meeting to order at 6:00pm.

DISCUSS AND CONSIDER PROPOSED HANGAR RATE INCREASE: Glenn presented a proposed Hangar Lease Rate Increase, which includes a schedule and rate comparison that was included in the agenda packet. Our goal is to take the current hangars that are priced at \$150 and raise the rate to \$175. If the rate is \$200 it will be \$225 or across the board we're looking at a \$25 increase on all of our T-hangars. On our 7 Industrial Hangars, those are hangar rates that are negotiated during their contract period. They will not be impacted by the lease rate increases. We wanted to bring this item before the board and take it before the Council in September.

The Terrell Airport Board voted unanimously not to take the current proposal before Council. The Board Members suggested a new proposal of a 15% increase across the board. Dorman Williamson made a motion to carry the 15% increase across the board before City Council and second by Brian Brown. Motion carried.

HEAR REMARKS FROM VISITORS: None.

SET NEXT MEETING DATE:

All board members present agreed that the next regularly scheduled meeting will be held on October 12, 2016 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 Brian Brown to adjourn meeting at 6:45pm. Motion carried.

Raymond Hicks, Chairman

Fly-In Planning Meeting

8/31/16 -

- Talana brought last year's visitors guide for revision & updates; appropriate changes discussed and agreed upon.
- Programs are in the process of being finalized.
- Talana will take care of ad banners; BFTS will take care of sponsorship banners
- Map review done, updated, and discussed with air boss.
- Car/motorcycle show on schedule – potentially 50+ entrants.
- Kid Zone on track.
- City on track.
- Vendors on track.
- Volunteers still needed.
- To Do List assigned per department.
- Next meeting – Sept. 7.

09/07/2016 -

- New static display – PT-17
- Schedule review
- Entrances and exits changed.
- News release written & waiting on Sims' approval
- Programs will be put together on Monday.

Display placed at library.

Volunteer & staff parking designations added to map.

Volunteer training to be held 9/22 from 3-5 PM at the airport (volunteer training was later cancelled).



Fuel prices within 30 miles of Terrell, TX 75160

Airport / FBO		100LL	Jet A		
		\$3.45—\$8.33 average \$5.31	\$2.75—\$6.67 average \$4.53		
<u>KTRL</u> 3 SE	<i>Terrell Municipal Airport</i> Terrell, TX, USA Terrell Aviation	Avfuel	FS \$3.45	FS \$3.25	GUARANTEED
<u>KHQZ</u> 11 W	<i>Mesquite Metro Airport</i> Mesquite, TX, USA Mesquite Metro Airport		SS \$3.50 FS \$4.00	SS \$2.75 FS \$3.25	GUARANTEED
<u>76F</u> 17 ESE	<i>Van Zandt County Regional Airport</i> Wills Point, TX, USA Van Zandt County Regional Airport	Avfuel	SS \$3.45		19-Jan update
<u>7F3</u> 18 NNE	<i>Caddo Mills Municipal Airport</i> Caddo Mills, TX, USA Blink Design and Manufacturing, LLC		AS \$4.40		01-Sep-2015 update
<u>T57</u> 20 WNW	<i>Garland/DFW Heloplex</i> Garland, TX, USA Sky Helicopters		FS \$6.19	FS \$5.99	12-Jun-2015 update
<u>KLNC</u> 23 WSW	<i>Lancaster Regional Airport</i> Lancaster, TX, USA 		SS \$3.61 FS \$4.55	SS \$3.18 FS \$3.61	GUARANTEED
<u>KGVT</u> 23 NNE	<i>Majors Airport</i> Greenville, TX, USA Greenville Aviation	independent	FS \$3.97	FS \$2.98	15-Sep update
<u>T13</u> 25 SW	<i>Dallas South Port Airport</i> Palmer, TX, USA Pumpkin Air	independent	SS \$4.50		GUARANTEED
<u>74XA</u> 25 SSE	<i>Gun Barrel City Airpark</i> Gun Barrel City, TX, USA Galvic Enterprises, Texas Inc.	Avfuel	FS \$4.98		05-Sep-2014 update
<u>KDAL</u> 28 WNW	<i>Dallas Love Field Airport</i> Dallas, TX, USA 		FS \$7.71	FS \$5.24	GUARANTEED

 **BUSINESS JET CENTER**  FS \$5.60 FS \$4.20 GUARANTEED

 *Signature.*
FLIGHT SUPPORT
A BSA Aviation company  Shell Aviation FS \$8.326 FS \$6.673 GUARANTEED


 **JET AVIATION**
A GENERAL DYNAMICS COMPANY  FS \$7.57 FS \$4.71 GUARANTEED 
 AIR ELITE DIAMOND SERVICE FBO

 *Signature.*
FLIGHT SUPPORT
A BSA Aviation company Independent FS \$8.326 FS \$6.673 GUARANTEED


 **Dalfort FUELING** Independent FS \$8.326 FS \$6.673 GUARANTEED

KRBD Dallas Executive Airport Dallas, TX, USA

28 W

 **Jet Center of Dallas**  SS \$3.79 FS \$4.55 FS \$3.49 GUARANTEED 

 **AMBASSADOR JET CENTER**  FS \$4.55 FS \$3.49 GUARANTEED 


KTKI McKinney National Airport Dallas, TX, USA

29 NNW

 **McKINNEY AIR CENTER**  SS \$3.95 FS \$4.45 SS \$3.80 FS \$4.30 GUARANTEED

KADS Addison Airport Dallas, TX, USA

29 WNW

 **ATLANTIC** Independent FS \$6.73 FS \$5.92 27-Sep update

 **Million Air Dallas**  FS \$6.89 FS \$5.96 20-Sep update