



AIRPORT BOARD

AGENDA

WEDNESDAY, AUGUST 10, 2016 6:00 PM

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

Michael McGrew
Member

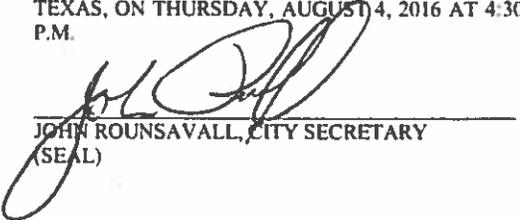
Dorman Williamson
Member

Brian Brown
Member

- 1) CALL TO ORDER
- 2) CONSIDER APPROVAL OF THE MINUTES OF APRIL 13, 2016
- 3) RECEIVBE FBO'S REPORT ON AIRFIELD OPERATIONS & ACTIVITIES
- 4) DISCUSS MARKETING PROJECT
- 5) DISCUSS GENERAL AIRPORT-RELATED MATTERS
 - a. FUEL PRICE COMPARISON REPORT
 - b. FINANCIAL STATEMENT
 - c. FLY-IN REPORT
 - d. MISCELLANEOUS ITEMS
- 6) HEAR REMARKS FROM VISITORS
- 7) ITEMS FOR FUTURE MEETINGS
- 8) SET NEXT MEETING DATE - OCTOBER 12, 2016
- 9) CONSIDER A MOTION TO ADJOURN



I HEREBY CERTIFY THAT THIS NOTICE WAS
POSTED ON THE BULLETIN BOARD AT TERRELL,
TEXAS, ON THURSDAY, AUGUST 4, 2016 AT 4:30
P.M.


JOHN ROUNSAVALL, CITY SECRETARY
(SEAL)



AIRPORT BOARD MEETING
April 13, 2016 6:00 PM
WILLIAM F. LONG TERMINAL BLDG. – CONF. RM
400 BRITISH FLYING SCHOOL BLVD., TERRELL, TEXAS

MEMBERS PRESENT: Michael McGrew, Raymond Hicks, Bill Jenkins, Michael Grout, Shayne Phillips, Brian Brown.

MEMBERS ABSENT: Juan Salazar, Dorman Williamson

OTHERS PRESENT:

Rudy Bowling
Talana Morris, MPD Ventures
Mike Hardin, Terrell Aviation
Melissa Hardin, Terrell Aviation
Steve Rogers, City of Terrell
Glenn Caldwell, City of Terrell

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

CONSIDER APPROVAL OF THE REVISED MINUTES OF OCTOBER 14, 2015: Motion made by Shayne Phillips to approve the revised October 14, 2015 minutes, seconded by Bill Jenkins. Motion carried.

CONSIDER APPROVAL OF THE MINUTES OF FEBRUARY 10, 2016: Motion made by Shayne Phillips to approve the February 10, 2016 minutes, seconded by Bill Jenkins. Motion carried.

RECEIVE FBO'S REPORT ON AIRFIELD OPERATIONS & ACTIVITIES:

Melissa Hardin provided a verbal report. All of the hangars are full. We have six people on the waiting list. The Air Race is scheduled for May 28th. On May 12th the Angel Aviation will be at the Airport. The Air Coupe is scheduled for June.

There was an issue with the gate not opening and the courtesy car overheating. The City have responded to the requests and resolved the issues. We possibly may need to ask for a second car.

Will Cates is the newest employee with Terrell Aviation. He retired from the corporate airline business. He is in office the last part of the week, if anyone desires to meet him.

Madix had a slight break down with their jet, their brakes failed when they were going down the runway. We have been housing them for the past few days. They have had people to come out to work on citations. They will be back to get their jet.

We have new rules and regulation from the FAA for Primary Flight Students. To obtain a plastics license like the Pilots students are subject to a background check with TSA Homeland Security prior to starting training. Students should expect a delay during this process before they can start training.

We started working on getting 826 Invader here for the Fly-In. We signed and are ready to go. We are selling tickets for individuals to win a ride in the 826 Invader or the B25 Yellow Rose. The tickets are \$100 each, they will pull names the weekend prior to the Fly-In. Four seats in 826 Invader and five seats in the B25 Yellow Rose. They are only selling 100 tickets.

UPDATE ON AIRPORT PLANNING AND TXDOT CIP:

Project update report was provided in the packets. Steve Rogers gave an overview of the project report. The Airfield Drainage and Floodplain Study is complete. The Perimeter Road and Drainage Improvements is 100% ready to go out for bid. The problem that we have is the FAA money is not flowing the way it used to, to TxDOT Aviation Division. It used to be very easy to put this together and receive funds but the explanation is little more complicated on what is going on. TxDOT is not turning loose of projects until the money is in the bank. The end point of the report is, we are waiting on FY 2017 FAA funds which means it will be a year from now before anything is done. This will impact us greatly when it comes to scheduling.

The same is going to hold true to our next project. We are going to rehab the runway, rehab a portion of the taxiway, relocate 4,000ft out of the 5,000ft of the taxiway, because it's too close to the main runway. The FAA wants it moved over 40ft. We want to rehab all the connecting taxiways and the main roadways at the same time. That's about a \$2.5 million project. They are not allowing us to start design because the money is not available. We are going to be moving really slow on Capital Projects. There's not a lot we can do at this point.

Steve advised that this item be removed from the agenda, since there will not be any additional information on this item for another year.

DISCUSS AIRPORT MARKETING PROJECT:

Talana Morris provided a verbal report on the 75th Anniversary advertisements and Fly-In sponsorship flyers. Bucee's responded and will be donating \$10,000 for the Fly-In. MPD will continue to help with getting information out to help get sponsorship.

We have hired food trucks for the Mark Hardin Memorial Air Race and the Air Coupe Convention (June 23-26). We will be promoting the Fly-In during both events. Jimmy Chadwick wanted to use the Service Center for the Air Coupe Convention. Glenn confirmed that the Service Center can accommodate the event. We have not heard back from them so it is not a done deal. We will be doing promotions and teasers for the Air Coupe Convention.

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. We are still in line with the market.
- B. **Financial Statements** – The last meeting there were questions regarding the Transfer Out. Mr. Rounsavall apologized for not being able to provide an updated report. According to his explanation the Transfer Out are funds related to indirect cost associated to personnel and administrative support staff.
- C. **Fly-In Report** – The last meeting was March 2, 2016. We did not have a meeting in April. The contract is completed with Chet. We submitted his first draw in March and the final draw will be at the conclusion of the Fly-In.
- D. **Miscellaneous Items** – Glenn reported that we will receive funds for the RAMP project. It is .50 on a \$1.00. If we spend \$100,000 we get \$50,000 back. Shayne wanted to bring the City's attention with all

the activity around the new G Hangar where there used to be a rock road, vehicles are driving through because they think it's stable and are tracking mud onto the taxiway. We should consider putting in concrete to prevent that problem.

Glenn said that they will look into addressing the issue sooner than later. Steve advised rather than blocking it off, it needs to be looked at a lot closer, to see what the cost would be in order to consider all of our options.

HEAR REMARKS FROM VISITORS: None.

ITEMS FOR FUTURE MEETINGS: Airport Board Members agreed to remove Item #5 Update on Airport Planning and TxDOT CIP until further notice.

SET NEXT MEETING DATE:

All board members present agreed that the next regularly scheduled meeting will be held on Wednesday, June 8, 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 Shayne Phillips to adjourn meeting at 6:20pm. Motion carried.

Raymond Hicks, Chairman



Fuel prices within 30 miles of Terrell, TX 75160

	Airport / FBO	100LL	Jet A	
		\$3.10—\$3.33 average \$3.24	\$2.75—\$6.69 average \$4.52	
KTRL 3 SE	<i>Terrell Municipal Airport</i> Terrell, TX, USA Terrell Aviation	Av fuel FS \$3.72	FS \$3.35	GUARANTEED
KHOZ 11 W	<i>Mesquite Metro Airport</i> Mesquite, TX, USA Mesquite Metro Airport	SS \$3.10 FS \$3.75	SS \$2.75 FS \$3.25	GUARANTEED
F46 12 NNW	<i>Ralph M Hall/Rockwall Municipal Airport</i> Rockwall, TX, USA Texas Air Center, LLC	FS \$3.77	FS \$2.85	GUARANTEED
76F 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
7F3 18 NNE	<i>Caddo Mills Municipal Airport</i> Caddo Mills, TX, USA Blink Design and Manufacturing, LLC	AS \$4.40		01-Sep-2015 update
T57 20 WNW	<i>Garland/DFW Heloplex</i> Garland, TX, USA Sky Helicopters	FS \$6.19	FS \$5.99	12-Jun-2015 update
KLNC 23 WSW	<i>Lancaster Regional Airport</i> Lancaster, TX, USA 	SS \$3.75 FS \$4.40	FS \$3.53	GUARANTEED
KGVT 23 NNE	<i>Majors Airport</i> Greenville, TX, USA Greenville Aviation independent	FS \$3.97	FS \$2.98	23-May update
T13 25 SW	<i>Dallas South Port Airport</i> Palmer, TX, USA Pumpkin Air independent	SS \$4.50		GUARANTEED
74XA 25 SSE	<i>Gun Barrel City Airpark</i> Gun Barrel City, TX, USA			05-Sep-2014

KDAL Dallas Love Field Airport Dallas, TX, USA

28 WNW

**TE★TAR
AVIATION****ES**

\$7.61

ES

\$5.30

GUARANTEED**BUSINESS JET CENTER****ES**

\$5.80

ES

\$4.20

GUARANTEED*Signature*
FLIGHT SUPPORT
A BSA Aviation company

Shell Aviation

ES

\$8.32

ES

\$6.67

GUARANTEED

Terminal 3 at Alpha 3

JET AVIATION
A GENERAL DYNAMICS COMPANY**ES**

\$7.63

ES

\$4.61

GUARANTEED**AIR ELITE** DIAMOND SERVICE FBO*Signature*
FLIGHT SUPPORT
A BSA Aviation company

Independent

ES

\$8.326

ES

\$6.69

GUARANTEED

Terminal 1

**Dalfort
FUELING**

Independent

ES

\$8.326

ES

\$6.69

GUARANTEED**KRBD** Dallas Executive Airport Dallas, TX, USA

28 W

**Jet Center of Dallas****SS**

\$3.79

ES

\$4.55

ES

\$3.49

GUARANTEED**AMBASSADOR
JET CENTER****ES**

\$4.55

\$4.45**ES**

\$3.49

\$3.34**GUARANTEED**

NO RAMP FEES

KTKI McKinney National Airport Dallas, TX, USA

29 NNW

**McKINNEY
AIR CENTER****SS**

\$3.95

ES

\$4.45

SS

\$3.86

ES

\$4.36

GUARANTEED**KADS** Addison Airport Dallas, TX, USA

 [Atlantic Aviation](#)

independent [ES](#) \$6.73 [ES](#) \$5.86

01-Jun
[update](#)

 [Million Air Dallas](#)

 [AVFUEL](#) [ES](#) \$6.96 [ES](#) \$5.99

01-Jun
[update](#)

	<u>FY2015</u>	<u>FY 2016 Budget</u>	<u>1/31/2016</u>	<u>FY 2016 YTD</u>
Income				
Hanger Revenue	137,110.00	160,000.00		11,675.00
Old Castle	62,517.52	122,435.00		34,725.84
Environmental Co-op	500.00	3,600.00		
City of Terrell Lease 400 Industrial	13,666.60	17,500.00		12,941.56
BFTS Lease	1,500.00	1,500.00		1,500.00
Star Transit Lease (Annual)		20,000.00		
Madix Lease (Annual)	3,000.00	3,000.00		
Eagle Sky Patrol	6,000.00	6,000.00		0.00
800 Airport Rd		2,000.00		
Other	150.00	0.00	100.00	350.00
Grant Proceeds	90,293.00	50,000.00		
Interest	2,381.45	0.00		220.27
Total Income	317,118.57	386,035.00	100.00	61,412.67
Expense				
Maintenance	48,706.90	77,750.00	7,882.91	33,366.99
Ramp Match TxDOT	120,971.73	100,000.00	6,750.00	19,088.55
Fly-In	26,883.96	25,000.00	2,426.00	17,516.44
Advertising	29,419.21	25,000.00	300.00	3,566.81
Insurance	5,109.00	7,500.00	0.00	3,586.00
Utilities	128,939.46	50,000.00	4,943.28	49,552.80
Other Contracts & Services	24,347.98	71,000.00	700.00	34,311.83
Capital	60,667.75	490,000.00	0.00	
Transfer Out	16,864.00	20,238.00	1,686.50	15,178.50
	<u>461,909.99</u>	<u>866,488.00</u>	<u>24,688.69</u>	<u>176,167.92</u>
Total Expense	461,909.99	866,488.00	24,688.69	176,167.92
Net Income	-144,791.42	-480,453.00	-24,588.69	-114,755.25

Bank Balance As Of 09/30/15 * 1,292,193.55

Bank Balance As Of 04/30/16 1,177,673.66

* Unaudited Information