



**AIRPORT BOARD
AGENDA**

****REVISED****

6:00 PM, WEDNESDAY, OCTOBER 14, 2015

**Raymond Hicks
Chairman**
400 BRITISH FLYING SCHOOL BLVD., TERRELL, TX 75160
CONFERENCE ROOM

**Mike Grout
Vice-Chairman**

1) CALL TO ORDER

**Bill Jenkins
Member**

2) CONSIDER APPROVAL OF THE MINUTES OF AUGUST 12, 2015

**Juan Salazar
Member**

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

4) UPDATE ON AIRPORT PLANNING AND TXDOT CIP

**Shayne Phillips
Member**

5) DISCUSS AIRPORT MARKETING PROJECT

**Andrew McLannett-
Smith
Member**

6) DISCUSS GENERAL AIRPORT-RELATED MATTERS

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

**Michael McGrew
Member**

7) HEAR REMARKS FROM VISITORS

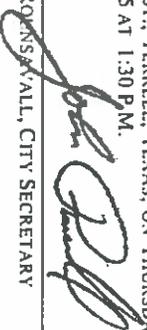
**Dorman Williamson
Member**

8) ITEMS FOR FUTURE MEETINGS

9) SET NEXT MEETING DATE - DECEMBER 9, 2015

10) CONSIDER A MOTION TO ADJOURN

I HEREBY CERTIFY THAT THIS NOTICE WAS POSTED ON
THE BULLETIN BOARD AT TERRELL CITY HALL, 201 E.
NASH ST., TERRELL, TEXAS, ON THURSDAY, OCTOBER
8, 2015 AT 1:30 P.M.


JOHN ROMMSKNECHT, CITY SECRETARY
(SEAL)



AIRPORT BOARD MEETING
WEDNESDAY, AUGUST 12, 2015 6:00 PM
WILLIAM F. LONG TERMINAL BLDG. – CONF. RM1
400 BRITISH FLYING SCHOOL BLVD., TERRELL, TEXAS

MEMBERS PRESENT: Shayne Phillips, Raymond Hicks, Bill Jenkins, Michael Grouit, Juan Salazar

MEMBERS ABSENT: Michael McGrew, Dorman Williamson, Andrew McLannett-Smith.

OTHERS PRESENT:

Talana Morris, MPPD Ventures
Melissa Hardin, Terrell Aviation
Steve Rogers, City of Terrell
Glenn Caldwell, City of Terrell
Jamie Clough, City of Terrell

CALL TO ORDER:

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

CONSIDER APPROVAL OF MINUTES:

Motion made by Juan Salazar to approve the minutes of the June 10, 2015 meeting. Michael Grouit seconded the motion. Under CIP there needs to be a correction made: change a billion dollars to a million dollars. Motion carried.

RECEIVE FBO'S REPORT ON AIRFIELD OPERATIONS & ACTIVITIES:

Melissa Hardin informed the board of activities at the Airport.

DISCUSS AIRPORT PLANNING AND TXDOT CIP:

Steve Rogers presented the board with a Project Update Report from Garver.

Active Projects

- **T-Hangar Development** - The contractor have made good progress. The issues with the concrete slab have kind of been resolved, the building is up, the doors are on, the electrical post is finished. They are working on the firewall that have to be built in the middle of it to finish it up. We are scheduled to meet with the contractor on Thursday, August 13, 2015 to discuss pavement next week. After they get the paving done, it should be another two weeks out before they are complete. It should be ready for occupancy in September at some point.

Steve talked to Melissa Hardin regarding potential tenants that will be ready to move in. She has received interest from one pilot that wants to move in. At this point she do not think we will have ten people to occupy. Glenn and Steve will need to meet to set the rates. Possibly the same rates as Hangar H. We will need to give her that information from the City's end, that way she will have that information to provide to those inquiring. The pilots that are interested will be moving from existing hangars that they currently occupy. There's a waiting list that we will work from but should consider

allowing those that are renting an existing hangar the opportunity to move in the new hangar. We will work on this a little more to work out the details.

- **Airfield Drainage & Floodplain Study** - We have been working with FEMA, submitted information required and they made comments. We submitted additional information and received additional comments. We are expecting within the next 60-90 days to receive a letter of determination.
- **Perimeter Road and Drainage Improvements** - We have to build a perimeter road inside the fence, down on the other end of the T-Hangars, move some fence around and have a paved road. We have proposed that the contractor build a 24' wide concrete. They want to do asphalt 12' wide. It will go to TxDOT Commission for approval. We anticipate execution by mid September.

DISCUSS AIRPORT MARKETING PROJECT: Talana provided draft flyers for transportation and food options that will be available for pilots. Projects for FY16 we will be working on new hangar PR in September but it will not be funded until October. We will send out email blasts. We created a birthday for the Airport, June is the month. It will be the 75th year in 2016. Instead of doing two different events we will tie it in with the Fly-in. There will be PR for small flight school outreach. There will be a couple of Food Truck Events during the Air Race.

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** – John Rounsavall provided an attachment in the packet for review. We are spending money this year. Steve spoke on the utility portion concerning the inaccuracy. We changed retail electric providers and some things were charged wrong. There are still some adjustments that needs to be made. Steve and Glenn will make sure that the changes are made.
- C. **Fly-In Report** –have already been covered.

Miscellaneous Items – None.

HEAR REMARKS FROM VISITORS: None

ITEMS FOR FUTURE MEETINGS:

- Update on Correcting the Utility Expense

SET NEXT MEETING DATE:

All board members present agreed that the next regularly scheduled meeting will be held on Wednesday, October 14, 2015 at 6:00 p.m. at the Major William F. Long Terminal Building.

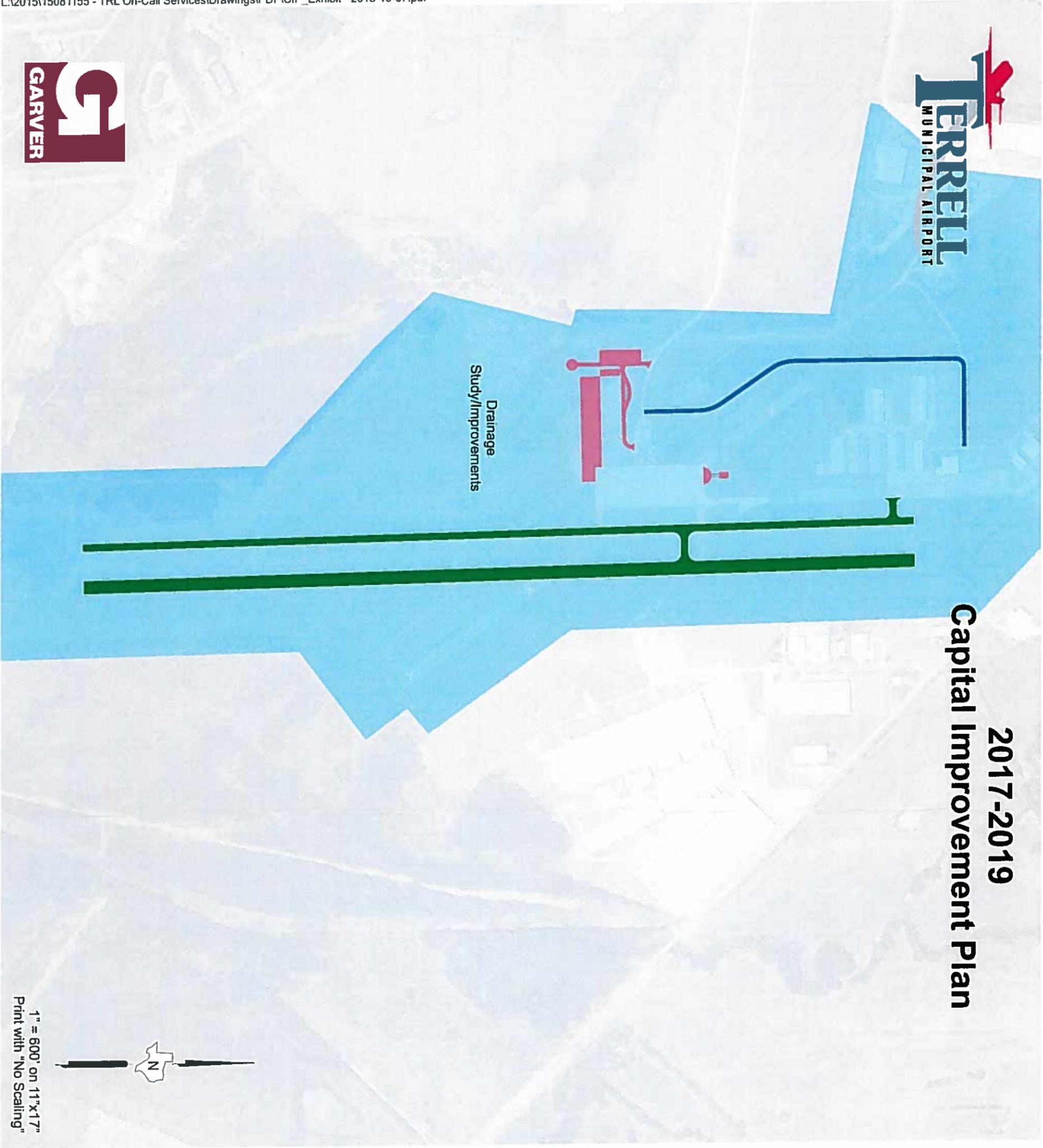
CONSIDER A MOTION TO ADJOURN: Motion made by Shayne Phillips and seconded by Michael Grouit to adjourn meeting. Motion carried.

Raymond Hicks, Chairman

**TERRELL MUNICIPAL AIRPORT
CURRENT CIP PROJECTS
CITY BUDGETING**

Project Priority	Project Description	Total		
		Estimated Project Cost	Estimated TXDOT Funds	Estimated City Funds
FY 2017				
10a	Drainage and Perimeter Road Construction Phase Services	\$ 197,000	\$ 177,300	\$ 19,700
10b	Northwest Drainage Improvements	\$ 196,000	\$ 176,400	\$ 19,600
10c	Northwest Drainage Improvements (RAMIP grant)	\$ 100,000	\$ 50,000	\$ 50,000
10d	Northwest Drainage Improvements	\$ 211,000	\$ -	\$ 211,000
10e	Perimeter Road Drainage Improvements	\$ 236,000	\$ 212,400	\$ 23,600
10f	Perimeter Road Drainage Improvements	\$ 90,000	\$ 81,000	\$ 9,000
10g	Construct Perimeter Fencing	\$ 488,000	\$ 244,000	\$ 244,000
10h	Extend Utility Infrastructure (access road improvements)	\$ 50,000	\$ 45,000	\$ 5,000
11	Design Runway Rehab and Taxiway Construction	\$ 270,000	\$ 243,000	\$ 27,000
		Total \$ 1,838,000	\$ 1,229,100	\$ 608,900
FY 2018				
12a	Construct Runway Rehab	\$ 250,296	\$ 225,266	\$ 25,030
12b	Construct Relocated Taxiway	\$ 1,522,500	\$ 1,370,250	\$ 152,250
12c	Construct Markings	\$ 27,266	\$ 24,539	\$ 2,727
12d	Drainage Improvements	\$ 96,000	\$ 86,400	\$ 9,600
12e	Construction Phase Services	\$ 454,266	\$ 408,839	\$ 45,427
		Total \$ 2,350,328	\$ 2,115,295	\$ 235,033
FY 2019				
13	New Fuel Farm with Extension of Utilities	\$ 500,000	\$ 450,000	\$ 50,000
14	Property Acquisition Service (Appraisal, Survey, Etc.)	\$ 20,000	\$ 18,000	\$ 2,000
15a	Design South Terminal Apron, Parking Lot, Road (Option 2)	\$ 150,000	\$ 135,000	\$ 15,000
15b	South Terminal Site Preparation and Grading	\$ 300,000	\$ 270,000	\$ 30,000
15c	South Terminal Apron	\$ 665,700	\$ 599,130	\$ 66,570
15d	South Terminal Apron Parking Lot	\$ 143,600	\$ 71,800	\$ 71,800
15e	South Terminal Apron Road	\$ 269,500	\$ 134,750	\$ 134,750
		Total \$ 2,048,800	\$ 1,678,680	\$ 370,120
GRAND TOTAL		\$ 6,237,128	\$ 5,023,075	\$ 1,214,053

Revised 10/6/2015



2017-2019 Capital Improvement Plan

FY 2017

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

FY 2018

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

FY 2019

- New Fuel Farm
- South Terminal Improvements - Engineering
- South Terminal Apron - Construction
- South Terminal Apron Parking Lot - Construction
- South Terminal Apron Road - Construction

1" = 600' on 11"x17"
Print with "No Scaling"



BOSE
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1606 users online

Fuel prices within 30 miles of Terrell, TX 75160

Airport / FBO	100LL	Jet A
	\$3.85 - \$8.31	\$3.35 - \$6.71
	average \$5.53	average \$4.76

KTRL Terrell Municipal Airport Terrell, TX, USA
[Terrell Aviation](#) Avfuel

FS \$4.00 **FS** \$4.50 **GUARANTEED**

KHOZ Mesquite Metro Airport Mesquite, TX, USA

MESQUITE Mesquite Metro Airport **NAVFUEL**
SS \$4.10 **SS** \$3.35
FS \$4.75 **FS** \$3.95

GUARANTEED

F46 12 NNW Ralph M Hall Rockwall Municipal Airport Rockwall, TX, USA
Texas Air Center, LLC **NAVFUEL**

FS \$4.50 **FS** \$3.90 **GUARANTEED**

76F 17 ESE Van Zandt County Regional Airport Wills Point, TX, USA
[Van Zandt County Regional Airport](#) Avfuel

SS \$4.50 **SS** \$4.50 **update** 17-Dec-2014

7E3 18 NNE Caddo Mills Municipal Airport Caddo Mills, TX, USA
 Blink, Pechen and Manufacturing, Etc

AS \$4.40 **AS** \$4.40 **update** 01-Sep

T57 20 WNW Garland DFW Heloplex Garland, TX, USA
 Sky Helicopter

FS \$6.19 **FS** \$5.99 **update** 13-Jun

KLNC 23 WSW Lancaster Regional Airport Lancaster, TX, USA



Lancaster Regional Airport



SS \$3.85 **SS** \$4.50

FS \$3.70 **GUARANTEED**



KGVT 23 NNE Majors Airport Greenville, TX, USA
[Greenville Aviation](#) independent

FS \$4.60 **FS** \$4.00 **update** 16-Sep

TI13 25 SW Dallas South Port Airport Palmer, TX, USA
[Pumpkin Air](#) independent

SS \$4.50 **SS** \$4.50

GUARANTEED

74XA 25 SSE Gun Barrel City Airpark Gun Barrel City, TX, USA
[Galvic Enterprises, Texas Inc.](#) Avfuel

FS \$4.98 **FS** \$4.98

update 05-Sep-2014

KDAL 28 WNW Dallas Love Field Airport Dallas, TX, USA

FS \$7.62 **FS** \$5.29 **GUARANTEED**





BUSINESS JET CENTER  **FS** \$5.45 **FS** \$4.08 **GUARANTEED**  **AIRBOSS**

LANDMARK AVIATION  **FS** \$7.00 **FS** \$5.74 **GUARANTEED**

JET AVIATION  **FS** \$8.03 **FS** \$4.25 **GUARANTEED**  **AIRBOSS**
AIR ELITE DIAMOND SERVICE FBO  **FS** \$8.03 **FS** \$4.25 **GUARANTEED**  **AIRBOSS**

 **Signature** **FS** \$8.326 **FS** \$6.705 **GUARANTEED**

Dalfort FUELING  **FS** \$8.326 **FS** \$6.705 **GUARANTEED**

KRBD Dallas Executive Airport Dallas, TX, USA
 28 W  **Jet Center of Dallas** **NAV FUEL** **SS** \$4.50 **FS** \$3.89 **GUARANTEED**  **AIRBOSS**
NAV FUEL **FS** \$4.95 **FS** \$3.89 **GUARANTEED**  **AIRBOSS**

 **AMBASSADOR JET CENTER**  **FS** \$4.95 **FS** \$3.89 **GUARANTEED**  **AIRBOSS**
NO RAMP FEES  **FS** \$4.85 **FS** \$3.74 **GUARANTEED**  **AIRBOSS**

KTKI Collin County Regional Airport at Mc Kinney Dallas, TX, USA
 29 NNW  **McKINNEY AIR CENTER** **NAV FUEL** **FS** \$4.63 **FS** \$4.06 **GUARANTEED**

KADS Addison Airport Dallas, TX, USA
 29 WNW  **Atlantic Aviation** **NAV FUEL** **FS** \$6.95 **FS** \$5.82 **update**

Million Air Dallas  **NAV FUEL** **FS** \$7.09 **FS** \$5.86 **update**

Fly In Report

October 2015

- The 2015 Flights of Our Fathers Fly In was held on September 19th.
- Overall the event was successful, although rain forced the cancellation of the second round of performances.
- Organizers estimate attendance to be 3500.
- The formation flying by the V-Tails and Falcon Flight as well as aerobatics by Randy Ball, Adam Baker, Turkey Twosome, Russell Husbands, and Carl Best were very well received.
- Although there was increased participation in the car and motorcycle show, it was not as large as anticipated due to threatening weather conditions.
- The Kids Zone will include a very popular display from the Johnson Space Center as well as bounce houses, face painting, a photo booth, and make-and-take activities.
- The planning committee held a debriefing meeting on September 28th. Suggestions for next year's event include the following:
 1. Have only one show time as opposed to two
 2. Locate an operations center next to the emergency management command center
 3. Appoint one person as volunteer coordinator
 4. Schedule volunteers for specific duties at specific times with shifts of no more than 3 hours
 5. Separate pedestrian and vehicular traffic
 6. Locate a rest area/food court midway between the terminal and the museum
 7. Announce events on the north end of the event
 8. Develop a contingency plan for inclement weather
 9. Eliminate parking/entry bottlenecks
 10. Improve pilot hospitality
 11. Relocate pilot check in tent
 12. Clarify use of carts
 13. Finalize the event schedule at least one month in advance