

# MINUTES AIRPORT ADVISORY BOARD

Monday, April 25, 2016

6:00 p.m.

City Hall - 385 S. Goliad, Rockwall, Texas 75087

## I. CALL MEETING TO ORDER

The meeting was called to order at 6:00 PM. Present were board members Tom Woodruff, Mike Potter, Brad Bassett, Mark Berglund, Dwight Royall, and Matt Murphey. Board member Kellie Roby was absent.

## II. DISCUSSION/ACTION ITEMS

- 1. Take a tour of the Ralph M. Hall / Rockwall Municipal Airport, 1701 Airport Road, Rockwall, Texas.**

Todd Parks with Texas Air Center, the FBO of the airport, gave the board members a tour of the terminal building, maintenance shop, hangars, and discussed the condition of all the facilities and the current conditions of the airport.

- 2. Reconvene at Rockwall City Hall, 385 S. Goliad Street, Rockwall, Texas; and**

The Airport Advisory Board meeting reconvened at City Hall at 7:14 PM.

- 3. Consider approval of the minutes from the March 24, 2016 Airport Advisory Board meeting, and take any action necessary.**

Mr. Woodruff made a motion to approve the minutes of the March 24, 2016 meeting. Mr. Bassett provided the 2<sup>nd</sup> and the motion was approved 6-0.

- 4. Hear an overview of the Fixed Base Operator Management, Land Lease, and Through-the-Fence agreements associated with the airport.**

Mr. Boyd gave an overview of the following contracts associated with the airport:

- FBO Agreement with Texas Air Center
- Land Lease Agreement with Eagles Nest Hangars
- Through-the-Fence Agreement with David Block
- Through-the-Fence Agreement with Paul Davis
- Through-the-Fence Agreement with Michael Peoples, Jr.
- Hangar home adjacent to the airport

- 5. Discuss and consider a recommendation from the Airport Advisory Board to the Rockwall City Council asking them to consider developing a plan for purchasing land near the airport for airport development; and to formally request TXDOT**

**Aviation to place the airport development plan in the State's Aviation Capital Improvement Program and take any action necessary.**

The Board asked Staff to place an item on the agenda to discuss and consider forwarding a two-part recommendation to the City Council: 1) to develop a plan for purchasing land and 2) to request the Airport Development Plan be placed on the Aviation CIP.

Staff provided a draft recommendation from the Board to the City Council. No changes were made as a result of the discussion. Mr. Murphey made a motion to approve the recommendation and to forward it to the City Council for consideration. Mr. Berglund provided the 2<sup>nd</sup> and the motion was approved 6-0.

**6. Hear a Staff Report and take any action necessary.**

Staff gave a report of the following items:

**Economic Impact Study**

It was asked at the previous meeting if an economic impact study had been conducted for the airport. TXDOT Aviation does perform a study of Economic Impacts of General Aviation Airports on Local Economies, which is shown in the following link: [http://ftp.dot.state.tx.us/pub/txdot-info/avn/tx\\_econ\\_summary.pdf](http://ftp.dot.state.tx.us/pub/txdot-info/avn/tx_econ_summary.pdf)

The most recent study was concluded in 2011 and TXDOT Aviation indicated that an update to the economic study is being considered although finding a funding source has been a challenge. TXDOT Aviation received a grant from FAA to complete previous system studies, but that is no longer the case. TXDOT will have to fund it themselves and no timeline has been established for conducting a new economic study.

**Pavement Repair and Markings**

Staff spoke with TXDOT Aviation last week and discussed asphalt repair and replacement as well as pavement markings. Planners at TXDOT are developing a scope of work and cost estimates for the project. The highest priorities from walking the airport appear to be:

- Entrance Road Rehab
- Apron Rehab
- Apron Overlay
- Miscellaneous taxiway and runway repairs; and
- Seal coat
- Restriping all pavement

The City has matching grant funds to perform this improvement project once TXDOT provides a scope of work and funds the project.

**Airport Marketing**

The City's webmaster is working on an airport page for the city website and will have a draft to review at the next meeting. The City's PIO was at the meeting and will work on marketing pieces for the airport. Mr. Royall discussed the opportunities to educate the public about the

value of the pilots and the types of public services they provide, such as the Civil Air Patrol, Angel Flights, Pilots N Paws Pet Rescue Services, Patriot Paws pickup and delivery, Wings of Witness Ministries, and Rockwall EMS flights.

### **Through-the-Fence Agreements**

There was discussion of TTF's at the airport. It was asked if TXDOT and the FAA would allow future TTF's and what the general opinion is with regard to allowing those types of agreements at a GA airport. Staff will gather information from TXDOT and provide a report back to the Board.

### **Customer Appreciation Day Event / Meet & Greet / Open Forum**

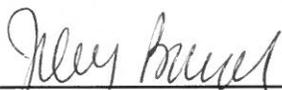
It was mentioned at the previous meeting about hosting an Airport Customer Appreciation Day at the airport. It was decided that the airport would host a meet and greet opportunity for the airport customers to meet the Board and have an opportunity to voice any comments / concerns. The event will be held on Saturday, June 4<sup>th</sup> from Noon to 3:00 PM.

### **III. ADJOURNMENT**

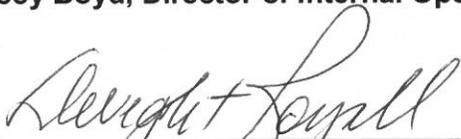
The meeting was adjourned at 8:17 pm. The next Airport Advisory Board meeting will be held on Monday, May 23, 2016.

**PASSED AND APPROVED BY THE AIRPORT ADVISORY BOARD OF THE CITY OF ROCKWALL, TEXAS, THIS 23<sup>rd</sup> DAY OF MAY, 2016.**

**ATTEST:**



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**Joey Boyd, Director of Internal Operations**



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**Dwight Royall, Chairman**