

MINUTES

AIRPORT ADVISORY BOARD

Monday, May 23, 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 Tom Woodruff, Mike Potter, Kellie Roby, Dwight Royall, and Matt Murphey. Board member Brad Bassett was absent. Board member Mark Berglund arrived at 6:37 PM.

II. OPEN FORUM

The audience was given the opportunity to share comments or concerns with the Board as part of Open Forum. There were no speakers during this portion of the agenda.

III. DISCUSSION/ACTION ITEMS

- 1. Consider approval of the minutes from the April 25, 2016 Airport Advisory Board meeting, and take any action necessary.**

Mr. Murphey made a motion to approve the minutes of the April 25, 2016 meeting. Mrs. Roby provided the 2nd and the motion was approved 5-0.

- 2. Hear an update on City Council action regarding the Board's recommendation, including the Airport Development Plan Letter of Interest and Land Acquisition and take any action necessary.**

Mr. Boyd reported that the City Council accepted the Board's recommendation at its meeting on May 2, 2016. The City Manager sent a Letter of Interest (LOI) formally requesting TXDOT to place the Airport Development Plan improvements into the State's Capital Improvement Plan. In a follow up conversation with a TXDOT planner, staff was told that the plan will be included in the CIP update later this summer.

Staff also discussed land acquisition with TXDOT. If the City uses TXDOT's process and procedures to purchase land, then it can seek reimbursement when the City uses the land for an aviation related project. TXDOT will also act as the City's agent in purchasing the land if the City so chooses. TXDOT does support this purchase since additional land is needed for future improvements. Staff will submit a plan for City Council consideration as part of the budget process this summer.

- 3. Discuss and consider status of TXDOT grant for pavement repair, replacement, and markings and take any action necessary.**

Staff discussed the status of asphalt repair, replacement, and pavement markings with TXDOT and presented a draft scope of work and cost estimates to the Board. TXDOT is proposing

additional drainage on the southeast portion of the airport as part of this improvement. The scope of the project does not include a full overlay of the airport, but rather asphalt repair and replacement as needed with a seal coat, and new asphalt in the worst areas such as the fuel island and parking area to see if temporary drainage repairs can be made.

The City of Rockwall has federal funds allocated for fiscal years 2013-2016 in the amount of \$600,000. The design is estimated to take 7 months, followed by selection of an engineer, bidding, contract negotiations, and awarding of bids. Since TXDOT's process may take up to 10 months to design, bid, and contract for services, the City has contracted with Eagle Airport Marking, Inc. to restripe the airport. This project will be 90% funded by TXDOT with a 10% local match. This maintenance request will be submitted to the City Council for consideration in August. If approved, TXDOT will take the project to the Transportation Commission for approval on October 1, 2016.

Mr. Royall stated that the drainage plan associated with this project should be designed to integrate with the components of the future development plan. Mr. Potter suggested having the Engineering Department look at the survey from the previous drainage work and see if there are grade shots of this area.

4. Discuss and consider forming a subcommittee to work on a marketing plan for the airport and take any action necessary.

Mr. Murphey made a motion to table this item until the June 27, 2016 meeting. Mrs. Roby provide a 2nd and the motion was approved 5-0.

5. Discuss and consider customer appreciation day activities scheduled for Saturday, June 4th and take any action necessary.

Customer Appreciation Day on Saturday, June 4th from Noon to 3pm – invitations were sent to airport tenants. The City will provide BBQ for lunch a 12 Noon. This is an opportunity to allow customers an informal setting to meet the Board members and discuss any concerns they have.

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

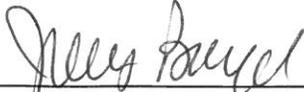
The Board discussed future TTFs at its last meeting and asked staff to inquire more about whether TTFs would be allowed. Mr. Boyd discussed this issue with a TXDOT Aviation planner and he indicated that under the circumstances and due to constraints the airport has currently, that TXDOT would entertain future TTFs on a case by case basis. However, TXDOT would expect the City to have tight controls that dictates aviation use only. And, any future TTFs would have to be approved by the City Council and TXDOT Aviation. Staff has not received any formal requests for consideration of new TTFs at this time.

IV. ADJOURNMENT

The meeting was adjourned at 6:53 PM. The next Airport Advisory Board meeting is scheduled for Monday, June 27, 2016.

PASSED AND APPROVED BY THE AIRPORT ADVISORY BOARD OF THE CITY OF ROCKWALL, TEXAS, THIS 27TH DAY OF JUNE, 2016.

ATTEST:



Joey Boyd, Director of Internal Operations



Dwight Royall, Chairman