

# **MINUTES AIRPORT ADVISORY BOARD**

**Monday, July 22, 2019**

**6:00 p.m.**

**Rockwall City Hall**

**385 S. Goliad Street, Rockwall, Texas 75087**

## **I. CALL MEETING TO ORDER**

The meeting was called to order at 6:01 PM. Present were Tom Woodruff, Dwight Royall, Mike Potter, and Matt Murphey. Board members Brad Bassett, and Tim Wolf were absent.

## **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. APPOINTMENTS**

- 1. Appointment with Clark Staggs of Avia Realty to hear an update on the 18.96-acre piece of property that he represents east of the airport and take any action necessary.**

Mr. Staggs, real estate broker for 18.96 acres adjacent and east of the airport, indicated he is looking for developers for this site. He stated that the overall tract has approximately 5-6 acres of net usable land due to much of the property being in the flood plain. His vision for the property is for a light industrial use and a buyer that will develop, build, and sell condo hangars. He stated that there is demand for hangars if individuals own the land. He says this has been done successfully at other airports. He indicated that there will also be space available for the City to have a new terminal, parking, hangars, and services in the land on the south end of the property with frontage on Airport Road. His estimate would be that each hangar site would be marketable in a range from \$85,000 to \$120,000. Mr. Staggs asked if it were possible to sell the hangars on the west side and use the revenue to develop the improvements on the east side. It was explained to Mr. Staggs that the City only owns the land on the west side and that the hangars are on a long-term ground lease and owned by a private individual. Mr. Potter asked if there was a company surveying the site and Mr. Staggs indicated that it was being surveyed. Mr. Woodruff asked if the City's development plan shows the flood plain. Mr. Boyd indicated that the development plan anticipated flood plain needing to be mitigated but the plan shows the majority of the property to be used for airport improvements.

## **IV. DISCUSSION/ACTION ITEMS**

- 1. Consider approval of the minutes from the March 25, 2019 Airport Advisory Board meeting and take any action necessary.**

Mr. Royall made a motion to approve the minutes from the March 25, 2019 regular meeting. Mr. Murphey provided the 2<sup>nd</sup> and the motion was approved 4-0.

**2. Discuss and consider special events at the Ralph M. Hall / Rockwall Municipal Airport and take any action necessary.**

Melissa Hardin reported that November 2<sup>nd</sup> is the birthday of the airport. She wants to have a special event to honor that day and will work with city staff to put together an event to honor the airport. The Civil Air Patrol will provide breakfast. There is also concerns about people using fireworks on the airport on the night of July 4<sup>th</sup>. City Staff discussed that they would work to have a better police presence at the airport next year during the fireworks display.

**3. Discuss and consider waste disposal on the airport and take any action necessary.**

Mr. Woodruff discussed trash on the airport. Brush and other garbage are left out for collection in the area of the west entrance to the airport property. Mr. Boyd discussed that the City provides the airport a commercial dumpster at the airport terminal for tenants to use. The residents that live adjacent to the airport place their garbage on the right-of-way on Airport Road to be collected by Republic Services. There was discussion about whether the City could place another dumpster on the west side of the airport for customers to use. The cost to add a commercial size dumpster on the west side of the airport is \$172 / month for a once per week collection.

**4. Hear a report from Melissa Hardin, FBO / Airport Manager and take any action necessary.**

Melissa Hardin provided a report regarding airport activities and operations. The self-service island is proving to be a good investment and a popular service to customers. She also informed the Board that groups from the school district and a local daycare were visiting the airport on field trips in August.

**5. Hear a staff report and take any action necessary.**

Mr. Boyd provided the Board an update on the following:

**Airport Traffic Study**

The traffic counter was installed by TXDOT Aviation on Friday, June 28, 2019 and will monitor and calculate activity for 6 months.

**Land Adjacent to the Airport (Athey Property)**

There has been a lot of discussion over the previous years concerning the City's interest in purchasing the property adjacent and east of the airport. The city learned that this property was becoming available for purchase in May. The City Council authorized city staff to present a letter of intent to purchase and an option agreement to Ms. Athey and her attorney in May. A letter of intent is the initial requirement of the TXDOT purchasing procedure. The City must use the State's procedure for land acquisition in order to use the property as its local match in any future state and/or federal aviation grant funding programs.

Staff had multiple conversations with Ms. Athey regarding the City's interest and the funds already being available. Ms. Athey decided to place the property along with other properties on the market with a local real estate agent. Ms. Athey thanked the City for our interest but did not

feel comfortable waiting for the City to go through the TXDOT procedure. She did not give the City right-of-entry to begin performing surveying, appraisal, and environment due diligence. She said she appreciated the City for its interest but declined working with us. On June 26, 2019, staff received a call from Clark Staggs informing that he was representing Ms. Athey and that the site is now on the market. Looking at the Avia Realty website, this property was listed at \$686,000. He further stated that he wants to give a presentation at the next Airport Advisory Board meeting. Mr. Staggs made a presentation at the meeting on Monday and has provided his marketing package for the property for the Board's review and reference.

### **Asphalt Repair and Drainage Improvement**

The entrance road pavement reconstructed performed in 2018 exhibited cracking shortly after construction and just prior to the project's final walk through. At the time, the contractor agreed to repair the road in late spring 2019, but that schedule is delayed due to an unusually wet spring and early summer. This repair procedure will minimize impacts to airport operations. We also anticipate the work will be completed by the contractor with no additional costs to the City or TxDOT.

### **Hangar Improvements**

The new hydraulic door on the north hangar is installed.

### **Hangar Pad Improvements**

Five pads were scheduled to be rebuilt this year with the funds that are allocated.

## **V. ADJOURNMENT**

The meeting was adjourned at 6:41 PM.

**PASSED AND APPROVED BY THE AIRPORT ADVISORY BOARD OF THE CITY OF ROCKWALL, TEXAS, THIS 9<sup>th</sup> DAY OF MARCH 2020.**

**ATTEST:**

  
\_\_\_\_\_  
**Joey Boyd, Assistant City Manager**

  
\_\_\_\_\_  
**Tom Woodruff, Chairman**