



WEDNESDAY, JULY 13, 2022 6:00 PM
WILLIAM F. LONG TERMINAL BLDG.
400 BRITISH FLYING SCHOOL BLVD., TERRELL, TX 75160
CONFERENCE ROOM

- | | | |
|-------------------------------|-----|--|
| Bill Huthmacher
Chairman | 1) | CALL TO ORDER |
| | 2) | CONSIDER APPROVAL OF THE MINUTES FOR MAY 11, 2022 |
| Bryan Thayer
Vice Chairman | 3) | DISCUSS AND CONSIDER CHANGING THE BI-MONTHLY MEETING DAY |
| | 4) | UPDATE ON AIRPORT MASTER PLAN AND ZONING ORDINANCE UPDATE |
| Sarah Hatley
Secretary | 5) | UPDATE ON AIRPORT BUSINESS PLAN AND MINIMUM STANDARDS UPDATE |
| Harold Wilson
Member | 6) | UPDATE ON AIRPORT PLANNING & TXDOT CIP |
| | 7) | RECEIVE FBO'S REPORT ON AIRFIELD OPERATIONS & ACTIVITIES |
| David Lindsey
Member | 8) | DISCUSS GENERAL AIRPORT-RELATED MATTERS |
| | | a. FUEL PRICE COMPARISON REPORT |
| Andrew Jones
Member | | b. FINANCIAL STATEMENT |
| | | c. MISCELLANEOUS ITEMS |
| Carlton Tidwell
Member | 9) | HEAR REMARKS FROM VISITORS |
| | 10) | ITEMS FOR FUTURE MEETINGS |
| Juanita Attaway
Member | 11) | SET NEXT MEETING DATE |
| | 12) | CONSIDER A MOTION TO ADJOURN |



I HEREBY CERTIFY THAT THIS NOTICE
WAS POSTED ON THE BULLETIN BOARD
AT TERRELL, TEXAS, ON THURSDAY, JULY
8, 2022 AT 9:30 A.M.

DAWN STEIL, CITY SECRETARY
(SEAL)



**AIRPORT BOARD MEETING
WEDNESDAY, MAY 11, 2022
WILLIAM F. LONG TERMINAL BLDG
400 BRITISH FLYING SCHOOL BLVD., TERRELL, TX 75160
6:00 PM**

MEMBERS PRESENT: Bill Huthmacher, David Lindsey, Harold Wilson, Carlton Tidwell and Andrew Jones.

MEMBERS ABSENT: Bryan Thayer and David Lindsey.

VISITORS PRESENT: City of Terrell - Steve Rogers-City Engineer, Demeter Turner-Project Manager and Carnell Horn-Project Manager. Melisa Hardin - Terrell FBO and Nathan Polsgrove with Garver Engineering.

CALL TO ORDER: Chairman Bill Huthmacher called the meeting to order at 6:00pm.

CONSIDER APPROVAL OF THE MINUTES OF JANUARY 12, 2022: Motion made by Harold Wilsom to approve the minutes. Seconded by Andrew Jones. Motion carried.

DISCUSS AND CONSIDER ELECTION OF OFFICERS: Motion was made by Sarah Hatelly to elect Bill Hitmacher as Chairman, Carlton Tidwell as Vice President, Sarah Hatelly as Secretary. Harold Wilson seconded the motion. Motion carried.

DISCUSS AIRPORT MASTER PLAN AND ZONING ORDINANCE UPDATE: The Airport Master Plan (AMP) was last updated in 2005. Normally a Master Plan is updated every 10 years. The primary focus of the AMP will be to establish an actionable development plan for infrastructure improvements at TRL including both airside and terminal/landslide facilities.

The Height Hazard Zoning Ordinance was last updated in 1989. This ordinance is needed to protect the airspace around the airport.

The proposed funding is \$294,565. TxDOT Aviation will fund \$264,565 and the City's cost share is \$30,000, which was authorized by Resolution No. 1050 in June 2021. The status of this project is in process with TxDOT Aviation.

(Handouts provided by Steve Rogers, City Engineer. Nathan with Garver presented)

DISCUSS AIRPORT BUSINESS PLAN AND MINIMUM STANDARDS UPDATE: The Airport Business Plan (ABP) will support the Airport Master Plan (AMP) by:

- Establishing a preferred land-use plan at TRL to encourage future development.
- Identifying actions/improvements that could attract more business/corporate aircraft to TRL.
- Analyzing the airport's current rates and charges relative to other airports in the area to identify where changes should be made to make TRL more attractive to potential users and investors.
- Identifying necessary improvements to standard airport lease agreements.
- Analyzing TRL's competitive position relative to other airports in the region regarding fuel price, services/amenities, and infrastructure to determine where changes should be made.
- Completing an aeronautical industry analysis to identify potential aeronautical business sectors that TRL should focus on attracting to the airport.

A workshop will be held with key airport stakeholders to help identify the specific business objectives for TRL over the next 5 to 10 years.

The cost for an ABP is \$110,370. TxDOT Aviation has limited grant funds available for ABP's. This type of project is not eligible for federal grant funds through the Federal Aviation Administration's (FAA) Airport Improvement Program (AIP) program. TxDOT Aviation does not have the capacity to fund an ABP for TRL at this time. We will have to go to the City Council for approval.

The Minimum Standards and Rules and Regulations was last updated in 1995. The updates are needed to account for industry changes.

(Handouts provided by Steve Rogers, City Engineer. Nathan with Garver presented)

UPDATE ON AIRPORT PLANNING & TXDOT CIP: The Terrell Municipal Airport Capital Improvement Program (CIP) schedule for FY 2021 to FY 2026 was provided in the agenda packets. The projects on the list are related to the previous two discussion items above which are part of the projects for FY 2021.

RECEIVE FBO'S REPORT ON AIRFIELD OPERATIONS & ACTIVITIES: Courtesy car is down for maintenance at the City's shop. Security lights at business are blinding pilots. May 7th the Airport hosted Planes & Coffee. The event was a success. Terrell Aviation was not able to post pictures of the event on Facebook.

City Staff will share the concerns/requests from the FBO to the Director of Public Services who also serves as the Airport Manager (Glenn Caldwell).

DISCUSS GENERAL AIRPORT-RELATED MATTERS:

- A. **Fuel Price Comparison Report** – The Airnav.com comparison report of fuel rates within a 35-mile radius of Terrell was provided in the agenda packets.

- B. **Financial Statements** – Report was provided in the agenda packet. The board reviewed the report. The utilities line item seems to be corrected.
- C. **Miscellaneous Items** – Larry Gurganious resigned as a board member due to relocation. A new member will be appointed by the Mayor and City Council. Bryan Thayer has requested for the meeting date to be changed. Mr. Thayer's new work schedule conflicts with the current schedule for Airport Board Meetings.







HEAR REMARKS FROM VISITORS: None

ITEMS FOR FUTURE MEETINGS: Discuss and Consider Changing the Bi-Monthly Meeting Day. Update on Master Plan, Zoning Ordinance, Business Plan and Minimum Standards

SET NEXT MEETING DATE: All board members present agreed to have the next meeting on the second Wednesday, July 13, 2022 at 6:00 p.m.

CONSIDER A MOTION TO ADJOURN: Motion made by Carlton Tidwell to adjourn the meeting at 7:04pm. Seconded by Harold Wilson. Motion carried.

Fuel prices within 30 miles of Terrell, TX 75160

Airport / FBO		100LL		Jet A	
		\$4.75—\$9.75 average \$7.11		\$4.58—\$8.04 average \$6.78	
KTRL 3 SE	Terrell Municipal Airport Terrell, TX, USA Terrell Aviation	Avfuel	FS \$7.20	FS \$5.79	GUARANTEED 
1F7 4 NNW	Airpark East Airport Dallas, TX, USA Airpark East		SS \$4.85		17-Jan update
KHQZ 11 W	Mesquite Metro Airport Mesquite, TX, USA 		SS \$6.90 FS \$7.55	SS \$6.05 FS \$6.55	GUARANTEED
F46 12 NNW	Ralph M Hall/Rockwall Municipal Airport Rockwall, TX, USA F46 Aviation Services	Avfuel	SS \$6.89 FS \$7.20	FS \$6.70	02-Jul update
76F 17 ESE	Van Zandt County Regional Airport Wills Point, TX, USA Van Zandt County Regional Airport	Avfuel	SS \$6.68		20-Jun update
T57 20 WNW	Garland/DFW Heloplex Garland, TX, USA Sky Helicopters		FS \$6.29	FS \$5.99	30-Jun update
KLNC 23 WSW	Lancaster Regional Airport Lancaster, TX, USA 		SS \$6.50 FS \$7.00	SS \$6.75 FS \$6.95	GUARANTEED 
KGVT 23 NNE	Majors Airport Greenville, TX, USA Greenville Aviation	independent	SS \$6.76 FS \$6.96	FS \$6.15	22-Jun update
T13 25 SW	Dallas South Port Airport Palmer, TX, USA Pumpkin Air	independent	SS \$6.30		GUARANTEED
74XA 25 SSE	Gun Barrel City Airpark Gun Barrel City, TX, USA Galvic Enterprises, Texas Inc.	Avfuel	FS \$4.81		19-Sep-2018 update

KDAL
28 WNW

Dallas Love Field Airport Dallas, TX, USA

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01-Jul
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07-Jul
[update](#)

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Support (Terminal 2 at
A1)**

independent

FS

\$8.054 FS \$7.511

07-Jul
[update](#)

**Signature Flight Support (Terminal 3
at A3)**

independent

FS

\$8.054 FS \$7.511

07-Jul
[update](#)

73T
28 WSW

Desoto Heliport Desoto, TX, USA

Sky Helicopters, Inc.

SS

\$4.75 SS \$4.58

21-Jan-2021
[update](#)

KRBD
28 W

Dallas Executive Airport Dallas, TX, USA

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JET CENTER**



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\$7.25 FS \$6.25
\$7.15 \$6.10

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\$7.99 FS \$7.15

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[KADS](#) *Addison Airport* Dallas, TX, USA

29 WNW

 independent [FS](#) \$9.75 [FS](#) \$8.04

07-Jul
[update](#)



 [FS](#) \$8.90 [FS](#) \$7.76

21-Jun
[update](#)