

**HONDO MUNICIPAL AIRPORT ADVISORY BOARD
MINUTES
August 26, 2008**

The Hondo Municipal Airport Advisory Board met in regular session at 9:30 a.m. on the 26th day of August, 2008 at City Hall Council Chambers, 1600 Ave. M, Hondo, Texas.

Present: Chairman Michael Corrigan, Aniceto Colunga, Mark Sunderman, Larry Meredith, Miles Lee, Tim Fousse, Airport Manager, and Sandra Rodriguez, Meeting Coordinator.

Absent: Sean Nooner

Public in Attendance: Mayor James W. Danner and Manuel Rizo

1. Call to Order

Chairman Corrigan called the meeting to order at 9:33 a.m.

2. Quorum Check

3. Review and approve minutes of June 24, 2008 meeting.

Motion was made by Mr. Colunga, seconded by Mr. Sunderman to approve the minutes as written. Motion carried; all ayes.

4. Update on the Airport Terminal Building Project:

- The terminal building project is now entering construction day 118.
- The project has now returned to being on schedule and a “punch-list” inspection is to be scheduled for Monday, September 15, 2008.
- The interior of the building is nearing completion. The air conditioning system is installed and operating. The tile floor work will be completed by August 29th.
- The outside concrete flatwork is being completed this morning.
- The interior paintwork has been completed and the contractor is scheduled to return to apply a second coat of paint and complete touch-up work.
- Bathroom fixtures are scheduled to be installed starting this Friday, August 29th and be completed by September 3rd.
- Millwork and cabinetry are scheduled to arrive over the next several days and be installed immediately upon delivery.

The board also discussed the following issues:

- Completion date for the terminal building
- Flight planning room

- Relocation of the National Weather Service data equipment to the terminal building.

5. Update and discussion on the Terminal Building Grand Opening:

- We have currently scheduled the Ribbon Cutting/Grand Opening Ceremony for Friday, October 24, at 1:00 p.m.
- We will be inviting City Elected Officials, County Elected Officials, representatives from TxDOT Aviation, selected State and Federal Elected Officials.
- Light snacks and refreshments will be served.
- We will be hosting a Grand Opening Fly-in on Saturday, October 25, 2008.
- We will be sending event announcements to all the airports in our area as well as placing an announcement in the local newspapers.
- We will be serving barbeque during lunch and free drinks during the entire event.
- We are working to secure the attendance of several warbird" aircraft.

Mr. Fousse informed the board that Eastern Aviation Shell Fuel Distributors will be paying for the majority of the Grand Opening expenses.

6. Update on the Runway Rehabilitation Project:

- The engineering report on the current condition of the runway and supporting base materials was delivered on June 30th.
- A preliminary Engineering Report meeting was held with TxDOT Aviation officials on July 7th.
- It was decided at that meeting that further review of the materials was needed and that a final decision on the project and the methods to be used would be made in late August.

The board had questions regarding re-bar and asphalt materials for the runway. Mr. Fousse explained the project in greater detail.

Mayor Danner asked Mr. Fousse questions regarding funding commitment. Mr. Fousse explained.

7. Update on Hondo International Flight Training Academy:

- The Hondo City Council has granted the City Manager the authority to enter into a long term lease with Wright Flyers, Inc. to develop Hondo International Flight Training Academy.
- Numerous meetings have been held to move this project from a concept into a reality.

- The projected initial investment for this project has increased to an estimated 2.4 million dollars for Phase One. This includes structures, equipment and aircraft.
- Initial employment estimates are 30-35 employees for Phase 1, an additional 30- 40 for Phase 2, and 30-40 more for Phase 3.
- Wright Flyers have hired several new employees to staff this project.

The board asked questions regarding the location of the academy. Mr. Fousse stated that they will be located by the existing 240'x200' concrete slab. They also discussed several issues regarding the phases of the project.

8. Update on Air Evac Lifeteam Operations Base:

- We are in the final negotiations on a ground lease to locate Air Evac Lifeteam, an air ambulance services provider to our airport.
- They have agreed to build a hangar and install a modular crew quarters building.
- They also have agreed to purchase all of their JetA fuel from our facilities.
- They are currently scheduled to begin operations on or before November 1, 2008.

Mr. Fousse informed the board that they will be located just south of the Rizo Jet avionics building. The building will not be a hangar it will be more like a garage type building, due to the shape of the helicopter being longer. Mr. Fousse explained the lease in more detail.

Mr. Rizo asked Mr. Fousse what the ground lease rate is. Mr. Fousse replied .18¢ per square foot per year.

Mr. Meridith asked questions regarding the funding of this project. Mr. Fousse informed the board that the company is self funding.

9. Airport Manager's Report: (Discussion Items only)

Maintenance and Operations Issues:

- **Runway and Ramp Maintenance:**

Crews continue to do their best with the maintenance of the runways and ramps. However, we have another rainy season. The Council approved the hiring of another person for the airport and therefore, a part time person has been hired to work out there.

- **Grounds Maintenance:**

Mayor Danner requested that the grounds maintenance be taken care of for the ground breaking ceremony. Mr. Fousse assured Mayor Danner that everything would look good out there for the ground breaking.

- **Building Maintenance:**

The a/c unit at the Air Force leased facility had to be serviced again. A complete audit of all the upstairs air handlers is being scheduled to make sure they are ok and not leaking freon.

The board addressed concerns in regards to the use of the runways by the Air Force and the new flight training academy. They stated that the use may become conflicting in the future if the Air Force starts their training again.

The board continued to discuss runway use/closure issues.

- **Water System Upgrades**

Crews have replaced the water main lines going down to Vandenburg Street. There are future plans to replace the water main down Harper Street. All these upgrades will provide better fire protection out at the airport.

Mr. Fousse informed the board that Mrs. Evelyn Herrmann was looking at relocating the Flightline Café back to the airport. He went into a detailed explanation regarding her plans. The board had a lengthy discussion regarding this matter and the need for an eating establishment at the airport.

He stated that there may be other alternative options and would run the cost numbers and get back to Mrs. Herrmann.

Fuel Sales:

- 100LL fuel sales totaled 46,108.9 gallons for F.Y. 08 – Oct. 1 thru August 25. This is 115% of projected F.Y. sales.
- JetA fuel sales totaled 52,362.7 gallons for F.Y. 2008 – Oct. 1 thru August 25. This is 131% of projected F. Y. sales.
- JetA fuel is currently being sold for \$4.95/gal self- service and \$5.25/gal. full service;
- 100LL is currently being sold for \$4.84/gal self-service.

Land Sales:

- We received two separate requests to sell two parcels of land, both being located east of Castro Street;
- One is approximately 5.5 acres and the second is approximately 11 acres;
- The bids received for these properties prices are ranging from \$15,000 to \$15,250 per acre;
- The 5.5 Acre parcel has already closed.
- The sale of the 11 acre tract of land has been cancelled, by the purchaser. We have returned a large portion of their earnest money, while keeping \$5,000 for cancelling the sale.

Environmental Remediation Projects:

- The “un-named tributary to the Elm Slough” Notice of Violation site has been completely remediated. We have received a letter form TCEQ indicating that the site is considered fully remediated and the Notice of Violation has been rescinded.
- The “north ramp” Notice of Violation site is in the final stage of remediation. A total of 360 cubic yards of material needed to be removed to clean the site. All materials have been removed and the site will be removed from the TCEQ Areas of Concern for our airport.

Mr. Fousse informed the board that the City of Hondo entered into a 10 year agreement with TCEQ on the remediation at the airbase. The agreement requires the city obligate \$50,000 a year of the airport’s funds for clean up.

The agreement also provides the city with an attorney from the Attorney General’s office to go after those that pollute the ground.

10. Agenda Items for Future Meetings A.A.B.

Mr. Fousse informed the board members that the next Airport Advisory Board meeting will be scheduled right before the airport terminal building grand opening in order to go over the preparations.

11. Comments from Public: None

12. Adjourn:

With no other business, Mr. Corrigan adjourned the meeting at 10:55 a.m.

Minutes approved November 12, 2008.