

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

The Hondo Municipal Airport Advisory Board met in regular session at 10:00 a.m. on the 26th day of February, 2008 at City Hall Council Chambers, 1600 Ave. M, Hondo, Texas.

Present: Chairman Michael Corrigan, Aniceto Colunga, Mark Sunderman, Larry Meredith, Tim Fousse, Airport Manager, Robert T. Herrera, City Manager and Sandra Rodriguez, Meeting Coordinator.

Absent: Sean Nooner and Miles Lee.

Public in Attendance: Manuel Rizo, Dennis Bradley, and Xavier Ybarra

1. Call to Order

Chairman Corrigan called the meeting to order at 10:03 a.m.

2. Quorum Check

3. Review and approve minutes of December 18, 2007 meeting.

Motion was made by Larry Meredith, seconded by Aniceto Colunga to approve the minutes as written. Motion carried; All Ayes.

4. Terminal Building Project:

- The terminal building bid phase has now been completed.
- The bid tabulations are being completed by KSA Engineers and will be forwarded to TxDOT Aviation for review. They will also check references on each bidder.
- Once the bid tabs have bid validated, the contracts for construction will be awarded.
- Seven General Contractors delivered valid bids for the building, with the lowest being approximately \$485,000.00 and the highest being \$795,000.00
- The site work (parking lot) bids were in line with projected costs, with the parking lot being constructed of asphalt and concrete curbs.
- The low bid was \$108,800.00 and the highest bid was \$206,900.00
- Again, KSA Engineers is reviewing the bid tabulations and will forward them to TxDOT Aviation to award the bids.

Mr. Herrera reminded the board that TxDOT agreed to fund the difference for the project.

Mr. Fousse stated that the building should be completed by October 1, 2008.

Mr. Meredith asked questions regarding the bid approval process by TxDOT and figures.

5. TxDOT/FAA Runway Rehabilitation Project:

- This project is moving forward, albeit slowly.
- KSA Engineers was awarded the contract to engineer and manage this project.
- The scope of services for this project has been finalized and KSA will be submitting their final projected costs.
- This project should begin by April 1, 2008 and engineering should be completed by

August 2008.

Mr. Fousse also mentioned the extension of 400 ft. of runway, the lighting of the taxiway, and cross taxi work needing to be done. Mr. Meredith asked if only runway 17L/35R was going to be rehabilitated. Mr. Fousse stated that it was a 90/10 project and there is no more funding for more runways at this time.

Mr. Rizo had questions regarding this item.

6. Hondo Air-Rail Industrial Park Engineering Project:

- City Council chose Jacobs Carter and Burgess as the engineering firm for this project.
- Hydrology and ground drainage studies have already been started, with ground and aerial survey work to be completed in the next few weeks.
- These are the first few phases of this project that when completed will allow us to fully realize the potential of the industrial park.

Mr. Herrera stated that the aerial is being flown at 1ft. contours, which is the best we can get at this point to determine how future development will take place.

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

Maintenance and Operations Issues:

▪ **Runway and Ramp Maintenance:**

Mr. Fousse informed the board that several workers are out there working on the runway and ramps surfaces to make sure the grass does not grow through the cracks.

▪ **Grounds Maintenance:**

We are staying on top of all area. Staying in front of the mowing issues, weed issues and have been cutting down trees. Slabs are being removed.

▪ **Equipment purchases:**

Mr. Fousse informed the board that the tractor is scheduled to be delivered some time this week. We were able to use the shredder that was purchased in 2001. It had caught on fire a couple of years ago. It was rehabilitated and brought up to usable standards.

▪ **RizoJet Avionic Hangar rebuild:**

Mr. Fousse informed the board that the project is going fairly well. There have been some technical issues with the door, was not opening to the height needed to get the jets inside. The door will be replaced this week and should be done within 1 day.

Mr. Fousse stated that the building has a new roof and is very well insulated. He also stated that it has a new lighting system. Mr. Rizo asked if the sweeper could be sent out there.

▪ **Water system upgrades**

Mr. Fousse stated that they are trying to get the water system upgraded on Vandenburg so we can stop all the water leaks we've had. We are in the process of replacing a water main that runs from Harper St. up to the Corrigan hangars and installing new fire hydrants.

▪ **Hangar enclosing project:**

Mr. Fousse informed the board that the first 7-unit hangar has already been enclosed and have already leased 3 of the hangars at the rental rate of \$150.00 a month. He also stated that two other tenants are interested in renting hangars. He also stated that there is a 23 month return on that investment and will have put all the money back into the airport fund that was spent on enclosing the hangars.

▪ **Miscellaneous:**

Mr. Fousse informed the board that he has been appointed Interim Public Works Director.

Mr. Herrera asked the board members if they are getting positive feedback from their customers now that we have cleaned up the airport, installed fuel tanks, and getting a new terminal building.

Mr. Corrigan stated that he has been receiving good feedback and have seen more traffic coming from Uvalde, Kerrville, and Castroville.

Fuel Sales:

- 100LL fuel sales totaled 20,385 gallons for F.Y. 2008 – Oct 1 thru Feb. 25.
- JetA fuel sales totaled 24,830 gallons for F.Y. 2008 – Oct 1 thru Feb. 25.
- JetA fuel is currently being sold for \$3.85/gal.self service and \$4.10/gal. full service;
- 100LL is currently being sold for \$3.73/gal self-service.

Mr. Fousse stated that they have established a relationship with Flex-Jet. Mr. Bradley asked about the storage tank capacity. Mr. Fousse stated that it is 12,000 gallons. Mr. Fousse stated that based on the fuel sale projection, the fuel tank investment should be paid by the second week of June.

Mr. Fousse briefed the board regarding the profit margin regarding the fuel sales.

Mr. Herrera stated that we are fairly new to the market and it is better to have small profit margin. He stated that Mr. Fousse is doing an excellent job keeping the profit margins where they are.

Update on Air Force Lease:

- The Air Force has agreed upon a 5 year lease renewal with a 5 year optional period for the 31,000 square foot hangar and use of approximately 120,000 square feet of airport ramp around the hangar;
- The lease rate for the first five year period will be \$79,000 per year and \$84,270 per year for the second five year period;
- The lease has been signed and will take effect April 1, 2008.

2008 RAMP Grant:

- Grant documents have been completed and City Council has approved the 2008 RAMP Grant for our airport
- This grant is a 50/50 matching grant for a total of \$100,000
- Projects included in the grant are:
 - Ramp seal-coating with Grip-Flex;
 - New fencing for the aircraft refueling center;
 - Hangar enclosing project;
 - Additional mobile UNICOM radios;
 - Land clearing and grading;
 - Additional fire extinguishers.

Airport 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 will close this Friday and the 11 acre tract will close in the next 60 days.

Mr. Meredith asked who the buyers are. Mr. Fousse stated that one of the buyers is Tootie Ilse.

Mr. Bradley asked Mr. Fousse if he had a list of what is available for sale. Mr. Fousse stated that the city does not have a list and to get with him regarding land sale.

6. Comments from Public:

Mr. Corrigan introduced Xavier Ybarra. Mr. Ybarra stated that he is currently at the Corrigan hangar and is trying to bring more business to Corrigan Aircraft. He stated that he likes the area and is excited and looking forward to doing business in Hondo.

Mr. Rizo made comments regarding getting more business to the Hondo Airport to increase revenues and sales tax.

Mr. Bradley made comments about marketing the airport. Mr. Fousse responded with a lengthy explanation on marketing issues.

Mr. Meredith announced that Hondo Aviation Day would be held on March 14th, 15th, and 16th. An estimated 800 Young Eagles and Boy Scouts would be in attendance

7. Adjourn:

With no other business, Mr. Corrigan adjourned the meeting at 11:08 a.m.

Minutes approved April 22, 2008.