SUMMARY OF MINUTES
August 21, 2014

1. **New Board Member, Michael D. Valdez (District 2)**
   Michael Valdez was sworn in and participated as an active Board member for the remainder of the meeting.

2. **Call to Order**
   With a quorum of the Board Members present, Chairman, Michael Ward called the meeting of the Aviation Advisory Board to order at 4:15 p.m., Thursday, August 21, 2014, at Fort Worth Meacham Airport, 4201 N. Main St, Fort Worth, Texas 76106.

Board Members Present:
District 7, Michael Ward, Chairman
District 6, Erik Brown, Vice Chairman
District 4, Alex Jimenez
District 1, Jeff Law,
District 8, Ericka Calton,
District 3, William Lawson,
District 2, Michael D. Valdez
District 9, Patricia Randle

Board Members Absent: District 5, Michael Dean

City Staff:
Bill Welstead, Aviation Director
James Burris, Administrative Services Manager
Jeff Kloska, Meacham Airport Manager
Aaron Barth, Spinks Airport Manager
Serge Walczak, Meacham Airport Supervisor
Charlene Sanders, Assistant City Attorney
Anne-Marie Stowe, Board Liaison

3. **Consideration of the Minutes for the July 17, 2014 regular meeting**
   Motion: Ericka Calton **Second:** Jeff Law **Approved**

4. **Action Items**

0801 Authorize Submission of Fiscal Year 2013-2014 Aviation Advisory Board Annual Report to the Fort Worth City Council

Motion: Alex Jimenez **Second:** William Lawson **Unanimously Approved**

0802 Recommend Acceptant of, and Acceptance of, if Awarded, a Routine Airport Maintenance Project Grants in the amount of $100,000.00 for each airport from the Texas Department of Transportation Aviation Division for Fort Worth Alliance, Fort Worth Meacham International and Fort Worth Spinks Airports

Bill Welstead Noted Correction to the Agenda: To replace language ***"Recommend Acceptant of, and Acceptance of, if Awarded"*** with ***"Recommend Application for, and Acceptance of, if Awarded."***

DISCUSSION:
James Burris provided additional information and responses to questions, unless otherwise notated. Grants funds are awarded for routing airport maintenance expenses such as pavement crack sealing, pavement marking, drainage maintenance, sweeping, and herbicides. Small capital projects can be completed, as well as some equipment purchases. Air side maintenance projects must be completed before any land side maintenance can occur. Grants are awarded for a total amount of $100,000 with a 50% required match ($50,000 from the State and $50,000 from the airports). All three airports received RAMP grants. The City pays the match for Meacham and Spinks airports and Alliance Air Services pays the match for Alliance airport.

Question: Board member, Patricia Randle: We are asking for $50,000?
Answer: The grant is issued for a total amount of $100,000; State pays $50,000 and the airport pays $50,000

Motion: Jeff Law **Second:** Ericka Calton **Unanimously Approved**

0803 Recommend Acceptant of, and Acceptance of, if Awarded, a Grant in the Amount of $345,000 from the Texas Department of Transportation for Landscaping Improvements on Airport Property Along North Main Street at Fort Worth Meacham International Airport

Bill Welstead Noted Correction to the Agenda: To replace language ***"Recommend Acceptant of, and Acceptance of, if Awarded"*** with ***"Recommend Application for, and Acceptance of, if Awarded."***

DISCUSSION:
Jeff Kloska provided additional information and responses to questions, unless otherwise notated. (Refer to Presentation)

Question: Board Chairman, Mike Ward: How much of the design will the airport be able to direct and/or influence?
Answer: Aviation is going to work with the Board and airport tenants for the desired look. We will provide options to everybody to review and provide feedback. What was provided in the presentation is a very preliminary schematic. We have funded multiple meetings with tenants to make sure they have adequate input into the process. The timeline is long, 16-18 months for design. There is a lot of input and a lot of refinement that needs to happen.

Question: Board member, Alex Jimenez: During the design of landscaping, I encourage the staff to do as much as possible that can be self-sustaining. The City of Fort Worth is looking at a 9% increase in water consumption. Consider options [trees and plants] that do not involve much use of water.
Answer: This was presented to Aviation by the engineers and landscapers. The Terminal Building will be Lead Silver so the landscaping will be in line with what we are currently doing.

Motion: Alex Jimenez **Second:** Patricia Randle **Unanimously Approved**

0804 Recommend Execution of a Ground Lease Agreement with Mandatory Improvements with Copeland and Bullard, LLC, for Lease Sites 16E, 17E and 18E at Fort Worth Spinks Airport

DISCUSSION:
Aaron Barth provided information and responses to questions, unless otherwise notated. We have previously discussed the east side ramp apron. We have a new apron that is 300' deep by 210' wide and recently finished up the final walk thru a few months ago. Within 30 days of completion, we were approached for new development. On the north side of this new apron Mr. Bullard would like to erect (2) 60'x 60' hangers and (1) 12,000 sf hanger (100' x 100') that will be adjacent to each other. This will bring the department $9,200 in annual revenue for ground lease at .20 cent per sf.

Question: Board Vice Chair, Erik Brown: What does he plan to do with it?
Answer: One of the 60' x 60' hangers will be for his private use; the other 60' x 60' hanger he plans to sell to anyone interested. The 100' x 100' will be utilized for common aircraft storage. It will have a 20' tall door so a medium size jet should fit. Aviation was approached by several individuals that wanted to build hangers on this lot and we continued to remind these individuals that any hangers built would need to optimize the lot; this was pushed heavily. Eventually we will have limited land opportunities at Spinks airport, as we do at Meacham airport. Mr. Bullard was willing to modify his development plan to accommodate Aviation's request.

Question: Board Chairman, Mike Ward: How does this impact any of the existing tenants?
Answer: It shouldn't impact them at all. We have a waiting list for a number of T-Hanger spaces. The City has two common hangers that are full and we receive calls regularly. The Civil Air Patrol is located just on the north side of that ramp apron. They are actively looking for relocation, either on airport property or adjacent to airport property.

Question: Board Chairman, Mike Ward: How about access to both, current businesses and new businesses [access, egress, parking, etc.]?
Answer: When we were approached by this group, we had conversations with them to cover our basis. We made them understand that there will need to be adequate parking spaces, office spaces, etc.

Question: Board Chairman, Mike Ward: Is airport security being considered with all of this?
Answer: We are making sure that this is in the confines of our security plan. We are trying to make our gates smarter by installing new access card readers and 10-keys. We are working with Meacham to find out exactly what additional equipment is needed to be installed on the gates; this was done yesterday and we have had no problems this morning.

Board Member, Ericka Calton Requested Correction to the Aviation Advisory Board Communication (AABC): In the "Discussion" section of the AABC, please remove the decimal point and the two zeros following. Replace ***"12,000.00 square feet"*** with ***"12,000 square feet."***

Motion: Ericka Calton **Second:** Erik Brown **Unanimously Approved**

5. **Items for Discussion**

1. **Update on Runway 9/27 Update:** Jeff Kloska provided information and responses to questions, unless otherwise notated. I have been receiving a lot of feedback from pilots and tenants whom I have advised to contact their respective representatives with AOPA and EAA; I have also spoke with both groups. I have drafted another letter to TxDOT and FAA requesting funding for complete reconstruction of the crosswind runway. If we receive another denial then we will have to consider our options.

Question: Board Vice Chair, Erik Brown: Have we proposed different matching levels?

Answer: (Bill Welstead) No we have not. When you do that you set a precedent for future projects. The previous Aviation Director had negotiated a 50/50 on all projects and it was draining our funds. TxDOT is aware that we have gas well funds and have the ability to issue bonds, etc. If we negotiate a 50/50, 70/30, etc. there is a concern of going back on the hard negotiations that had to take place to get us back up to the 90/10. The truth is, if it is a runway on an airfield, it should be 90/10. If they cannot identify the project as a 90/10 project we would never recommend a 50/50 or 70/30 because it is not a sustainable business model. If that was to happen, how could we possibly fund our taxiways? We couldn't do it. We pay taxes into the AIP program; those taxes fund AIP projects.

(Bill Welstead) When the FAA and TxDOT looked at the numbers, 98.5% of all operations were covered without it [runway]. We have seen 1,000 operations per month, an increase since it's been closed. The effect that it is having on operations and safety is telling the State and the FAA that this is not a sustainable piece of pavement, but we are fighting to keep it open and are not succeeding in that fight and have failed in that fight for a few years. We have kept it open even though we knew it was in a semi-failed state; at this point we can no longer do that. When push comes to shove, there are pros and cons for keeping it open and keeping it closed and we are going to have to visit those options. Keeping it open or closing it; it's all dependent on funding at this point.

Question: Board member, William Lawson: What is the dollar amount going to be in your letter to the Feds, for the construction amount?

Answer: Right now it's estimated between $5 and $6 million.

Question: Board member, William Lawson: The length and width of the runway, for the overhaul you are going to do?

Answer: In its current state; the current length and width it is right now.

Question: Board member, William Lawson: Can small business jets use that runway if it's up to specs?

Answer: (Bill Welstead) Yes they can. Reality is, the typical business aircraft would never use this crosswind because the typical business aircraft's limitation fall within 16/34's specifications. We are talking about smaller GA and the individuals that want to practice on 9/27 [the flight schools].

Question: Board member, William Lawson: The Feds say [the data] we do not have the 15 knot crosswind component for our runways to make that decision for the crosswind runway. Did you get a chance to look at any data on our neighbors 5 miles to the west (NAS/JRS)?

Answer: No; I am still waiting to receive that information.
(Bill Welstead) They [State/Federal] may come back and say 90/10 but we are going to have to narrow it and we will jump all over that. There are options that we would love to hear but we have to wait for what the State says. At this point the State is saying no, we are not going to pay for any piece of pavement. They are saying they cannot do it; regulations will not allow them to do it. I have been told that this is the same reason they are phasing out the crosswind runway at Love Field. (Jeff Kloska) From what AOPA has stated, they are phasing out a couple of crosswind runways across the country for the same reason. (Bill Welstead) We are going to provide updates on this item at every board meeting because it is a difficult item to discuss and we want you to be abreast of all the issues that are happening.

Question: Board member, Jeff Law: The business jets that are coming in have a crosswind component that is high enough for landing on 16/34 that is perfectly adequate so they really don't have a need to land on 9/27. Shortening it or narrowing it is definitely an option because we are not doing it for the business jet community.

Answer: (Bill Welstead) That is correct.

2. **Update on VIP Aircraft:** Jeff Kloska provided information and responses to questions, unless otherwise notated. Unfortunately we are not able to provide any real information to the Board. All of the employees of Leading Edge, Boeing security, and the Air Force are under strict confidentiality agreements, even from telling the airport administration.

3. **Heliport Update:** Aaron Barth provided information and responses to questions, unless otherwise notated. In September 2010 the Aviation Department hired the services of URS, an aviation consultant, to conduct heliport feasibility and siting study. This study was to determine the demand and potential site locations for a public use heliport in Fort Worth. The study mailed out 918 surveys to gauge the level of interest for a heliport, to all registered helicopter owners and operators within about 300 nautical miles of Fort Worth. When the surveys were sent out they received 32 responses back. Out of the 32 responses, 24 said they would actually use it. The cost to acquire the land came with a $4 million price tag. There would have also been costs associated with development of pavement and parking. With these findings the Aviation Department had determined that it was not in their best interest to proceed with a heliport, especially when you consider that Alliance, Meacham, and Spinks are capable of accommodating helicopters and rotorcraft. Spinks airport has actually seen more rotorcraft traffic in the last 6 months. Air Center Helicopter has moved from Meacham to Spinks, also Helicopter Express that has government contracts and has stayed very busy. The FTW PD is also putting their site on the south end of the field at Meacham. With that being said, we are not actively pursuing a heliport. We would support private development but would not play an active role.

DISCUSSION:
Board member, Alex Jimenez stated that he recalled that members of the Super Bowl committee had prompted consideration of a heliport. He stated this seemed "crazy" for a one-time event and felt that they could have landed at Arlington Stadium to let off passengers. Don't they do this at the race track (TMS)?

Christian Childs (Alliance airport) responded that there is a small heliport pad, located at the race track, for helicopters to land and park or just stop to let off passengers. Aaron Barth stated that URS (aviation consultant) located a temporary site for the Super Bowl event. A large parking lot off Interstate 30 and University Drive had been identified but before construction began the

property leasing agency requested a 3-year extended lease. The City was not in a position to extend the lease so plans were halted.

4. **3rd Quarter Activity Report:** Aaron Barth provided information and responses to questions, unless otherwise notated. (Refer to Presentation Handout)

Question: Board member, Jeff law: Any explanation as to why Alliance fuel flowage is trailing down?

Answer: A couple of years ago there was significant flight training that was taking place at Alliance and that has trailed off a bit. A lot of flight instruction was coming over from Denton as well. (Christian Childs) A lot of this is due to American Airlines moving from Alliance and FedEx shipping numbers are slightly lower. FedEx is also using less 727 aircrafts and more 757 aircrafts so they are moving more freight and burning a lot less fuel.

Question: Board Chairman, Mike Ward: How many self-fueling operations do we have on the airports?

Answer: Right now we do not have any self-fueling operations. It is written in our lease policy and grant assurances require us to allow for self-fueling if tenants are interested. Costs and environmental regulations deter tenants from pursuing self-fueling.

6. **Announcements**
   - The September 2014 AAB meeting has been canceled.

7. **Staff Reports**

Meacham Airport – Jeff Kloska

- The overlay of 17/35 and electrical replacement is going well; we should be able to open by September 10th.
- TCC Aviation Maintenance program has moved out of the 51S facility and relocated to Alliance airport. The Aviation Department will be moving to 51S during the renovation of the terminal building.
- The August 2nd fly-in at Cornerstone Air Center was a success. Cornerstone discounted the fuel and we had about 20 aircraft fly in for the event, as well as many that drove in just to see it. The next fly-in will be on November 8th with American Aero.
- We will be having a 5K on the Meacham perimeter road, from the Vintage Flying Museum over to the XTO ramp and back. This 5K is a measured, documented 5K so there will be competitive participants. This 5K is a fund raising effort by the Military Justice League to benefit the local YMCA.

Spinks Airport – Aaron Barth

- A new sign will be going up soon for a developer to get the word out about development opportunities coming to Spinks airport.
- The TxDOT funded project on the North Perimeter Road (also referred to as the North Service Road) is currently working through design and engineering with KSA (consultant). The project should be completed by the end of 2015.
- CFW Fire Department has been looking for some time for a site in South Fort Worth for their new fire station 42. Aviation has been talking with the fire department and has located a site, on airport grounds, that both departments can mutually agree upon. We feel it is a good thing for the airport and the fire department. The site will be located on the far north end of the service road, just outside of the Spinks runway protection zone.

Question: Board Vice Chair, Erik Brown: Are we going to be expected to fund part of that with gas well funds?

Answer: (Bill Welstead) No. The State spoke up and shut that down. That is an expense that cannot be covered by the Aviation Department. It's important to note that this is a community fire station. (Aaron Barth) We are allowing them to build on the airport without charging a land lease or require them to purchase the land; in turn, they will be able to provide the airport with emergency support. This was discussed with the State and is permissible.

- The Alsbury Road improvement is almost done; they are striping and cleaning things up and should be complete in the next 30-60 days.
- The Aviation department has moved offices. We were in the Harrison FBO building but are now located in the Spinks Flight Center which is right next door and belongs to the CFW.
- Taxiway C is the next project, after the North Service Road project has been completed. Should begin design and engineering in 2015 and construction in 2016.

Alliance Airport – Christian Childs (corrected from Chris Ash)

- Taxiway A edge lighting project started August 4th. This project will replace existing lighting that is 25 years old, with high efficiency LED lighting.
- New venture this winter to purchase a new snow plow/spreader instead of contracting this service out; equipment is just not available for the contractor.
- Operations continue to increase, averaging 13% increase from month to month, from previous years.
- The Red Bull Air Races are coming up September 6-7, at Texas Motor Speedway. Alliance will be assisting with aircraft accommodations.
- The Bell Helicopter Airshow is coming up in October. The Thunderbirds will be headlining the show this year. The Blue Angels will headline next year.

8. Citizens Presentations

1. Jim Hodgson, Fort Worth Aviation Museum:
   - Last Friday an orientation was conducted for the Irving High School Aviation Academy students here at Meacham. There was a group of 30 students and teachers and they spent the day exploring the airport. It was a good experience for the kids and we received good feedback. Would like to thank everyone for that experience.
   - The Amon Carter's Travel Air 5000 has been successfully restored and is in position at the Morning Star building.

9. Request for Future Agenda Items.

Board Vice Chair, Erik Brown requested an update on airport security, perimeter and exterior. Would like to know where we are, where we're headed, and current needs.

10. Adjournment

With no further presentations or discussions, Chairman Ward adjourned the regular meeting of the Aviation Advisory Board Meeting at 5:24p.m., Thursday, August 21, 2014.

Minutes Approved By:

William Welstead
Director of Aviation

James Burris
Acting on behalf of
William Welstead

Michael C. Ward
Chairman