

**Scholes Int'l Airport Advisory Committee
Minutes of the FEBRUARY 11, 2020 Meeting**

1. Call Meeting to Order and Roll Call

The meeting was called to order at 12:02 P.M.

Members Present: Trey Dibrell, Wayne O'Quinn, Jack Sheaffer, Nigel Gusdorf, Stan Humphrey

2. Approval of the Minutes from October 8, 2019

Note: Date on previous meeting minutes was wrong, changed to be October 8, 2019

Motion was made by Stan Humphrey

Second by Jack Sheaffer

Unanimously approved.

3. Discussion of Galveston Island 150 Air Race and Biplane Fly-In

The Galveston Island 150 Air Race is scheduled for June 13th with a rain date of June 20th.

For the past few years, we have been discussing ways to increase community involvement and airport awareness during the air race. This year, we discussed including a biplane fly-in with food vendors as a possible attraction to bring visitors to the airport.

A decision needs to be made to continue planning the fly-in or cancel the event.

Should the fly-in remain on the schedule, the following items must be addressed.

1. A sponsor to organize the fly-in and cover any related expenses. A sponsor needs to be identified by the end of February to allow adequate time to organize the fly-in.
2. Volunteers to park aircraft, help with registration, spectator control and related activities.
3. Assist airport staff with marketing the event
4. Vendors for food, merchandise and services
5. Awards and prize if any

Airport staff is seeking the committee's recommendations and assistance related to the Biplane fly-in.

- Briana Chandler discussed getting other tenants on board to set up booths on the day of the air race to help them promote their local businesses
- Stan Humphrey volunteered to purchase food for pilots.
- Stan Humphrey discussed getting volunteer groups to help with marshalling people around the ramp.
- Stan Humphrey discussed having Moody offer discounts for pilots.
- Stan Humphrey and Briana Chandler discussed marketing/promoting the event online.
- Mike Shahan discussed parking layout on the ramp the day of the race.
- Danica Titus with Island Jet Center discussed giving a fuel discount for the pilots who come in for the air race and biplane pilots.
- Rob Glover from ATCT discussed last year's race and how well it went.

4. Update on Airport Projects & Monthly Reports

a. Airport Facility Repair Update

1. ATCT.

- Weather delayed on-site work at the Control Tower in January.
- J. W. Kelso and Cobalt Engineers are working with subcontractors to ensure the roof and safety railings meet existing building codes.
- Tower Cab repairs include replacing the existing roof and HVAC units and installing new stainless-steel safety rails.
- All window frames and sheet metal will be treated for corrosion and painted. All joint seals will be replaced in the exterior walls, and new stainless-steel vent covers will be installed on all exterior wall penetrations.
- Once work begins in February, it is expected to take approximately 30 to 45 days to complete.
- Facilities Maintenance and Construction Management is assisting the Airport with this project.
- The overall contract amount for this project is \$377,720.
- The overall budget for all repairs to the control tower is \$480,000.
- Mike Shahan discussed there will be stainless steel hand rails, new taco antennas and new AC units. Stainless steel vents will be added. Window frames and sheet metals will be treated for rust and painted. They will be replacing all joint seal work. Replacing roof as well.

2. Hangar 73

- To date, we have made the following repairs:
- painted the exterior of the Hangar. Hernandez Painting & Remodeling did the job for \$6,800.
- The Door Man installed two new entrance doors for \$6,637.
- Airport staff adjusted and lubricated the Horton Stack door
- Repaired sheetrock damage in the office and shop area and painted both areas, including the shop floor.
- Upgraded both restrooms and fixtures
- Updated or replace all lights with LED lights in the office, shop, and exterior, and removed or repaired all electrical fixtures that didn't meet current building codes.
- Work to be completed includes upgrading the hangar bay lights to LED lights, repairing a section of roof that didn't meet WPI-8 inspection and installing a new 2.5 Ton HVAC system for the bottom office/shop area.
- The total cost for the new HVAC system was \$1,483.08. This includes the Blygold coating treatment that will reduce corrosion. Facility maintenance will install the new unit for us.
- Bay lights will be LED lights.
- Discussed potential full-time lessors and lease rate.

b. Capital Improvement Projects

1. **2018 Airfield Pavement Repairs (1812GLVSN) Project**

- All work was completed on January 21st. We did the final walkthrough on February 3rd and RAC needed to repaint the ILS hold short line on Taxiway E and touch up some of the stripping on the North Apron.
- Overall, the project came in under budget.

2. **Airport Master Plan.**

- We received proposals from KSA and Coffman Associates for the Airport Master Plan.
- We will be interviewing both firms on March 17th, starting at noon.
- Both companies have a solid reputation and either will do a great job for us.
- The total budget for the Master Plan is \$225,000

3. **Runway 14/32 Asphalt & North Apron Joint Seal Project.**

- Lochner Engineering continues to work on the design and engineering for this \$940,000 pavement project.
- Work includes rehabilitation of the asphalt sections of Runway 14/32 and installing new joint seals on the North Apron.
- Construction is expected to begin this summer and finish up by the end of 2020.
- TxDOT Aviation is funding 90% of this project, the IDC funded \$55,000 and the Airport funded \$39,000 of the required 10% match.
- Bryan Fisher brought up possible conflict of construction projects with the Air Race which should not be an issue.
- Mike Shahan discussed restriping 18/36 and hiring a new engineering firm for the next round of capital improvements. That will come around late summer of 2020. TXDOT does have the money for that project. We would have to get new proposals and interview 4-5 engineering firms and select from those for the next five years. We could use Garver but would likely go out to bid again because of recent issues with their work.

c. Fuel Flowage Report – January 2020

- January fuel flowage was 81,437 gallons, which is up 17% over last January.
- Total fuel flowage for the year to date is 337,460 gallons, which is up 19% over last year's total at this time.

d. ATCT Operations Report – January 2020

- For January operations, we had 1,852 operations, which is down 21% over last January.
- We have had 9,070 total operations for the year to date, which is down 0.5% over last year's operations at this time.
- The breakout of operations consists of 2,477 Air Taxi operations, 6,201 GA operations and 392 Military operations.
- Era Helicopters and Bristow Group have announced plans to merge, creating a company with more than 300 aircraft.
- The new company will be named Bristow
- It is too early to know how the merger will affect us. We might not know anything until later this summer.

e. Monthly Budget Report

- We have collected \$347,230 in revenue, which is 34% of our overall anticipated amount for the year.
- Our current expenses are \$352,259, which are down 32% of our overall anticipated expenses for the year.
- Net revenue is currently at \$21,970.
- Our Terminal Revenue is currently at 73% of our anticipated amount for the year. We currently have four of the offices leased. The only remaining office areas to be leased are the south office and the two areas in the north office area that are built to suit to meet the tenant's needs.

f. FBO Update

- Danica Titus delivered the update for Island Jet Center. Prices are still the same. The Jet-A fuel truck was down but is back up and running. Owner Jay Balentine wants to grow the business this year. No specific details but wants to expand on social media. Danica has seen an uptick in visitors.
- Stan Humphrey asked what Jay bases his prices on. Danica says it's all based on what Shell recommends.
- Mike Shahan discussed that we have been monitoring the fuel prices based on the 30 NM radius. Island Jet Center is always lower than the average price that they can charge.
- Danica discussed that self-serve fueling is one of the goals but is something they will have. IJC is replacing pump on the Jet-A on the farm now.
- Danica discussed new employee Dylan who is considering aviation for a long-term career. He will be signing up for safety training.
- Stan Humphrey asked about a liaison with the Galveston Police Department since they drive across the runways.
- Mike Shahan discussed that he has told them to slow down. We currently have limited the number of people who have gate cards.
- Mike Shahan discussed a homeowner who lives on the other side of the bayou who has raised concern about the noise from the GPD shooting range.
- Stan Humphrey suggested that those officers crossing the ramp should swing a little wider around the north hangars so pilots can see them.
- Rob Glover discussed what the ATCT employees could do to help the situation.
- Mike Shahan said he would discuss the issues with the Galveston Police Chief.
- Stan Humphrey asked about taxiway lanes that are not visible from the tower area.
- Stan Humphrey mentioned getting some text painted on the taxiway that are not visible by tower.
- Stan mentioned referring to the FAA for some guidance.
- Mike Shahan discussed adding LED taxiway centerline reflectors on the Ramp. There are currently some on the south end. They are helpful but expensive. That is a long-term goal.
- Stan Humphrey mentioned closed circuit TVs and cameras on the gates.
- Mike Shahan said we are waiting on IT department and the city is looking into it. Without WIFI, easy access it is not a high priority for the city as it is for us.
- Bryan Fisher asked if we could hardwire it.
- Mike Shahan says the easier way is to stay wireless.
- Mike mentioned that the gate system we have now needs to be updated. Which will happen once it crashes. At that point, it could be easier to happen and get an upgrade.
- Danica asked if IJC could get a button to open the gate. Which would be a possibility.

g. TIRZ-14 update – Nothing to update, this is closed and should be removed from agenda

h. Community Involvement – Briana Chandler

1. Airport Tenant Appreciation Party – December 6, 2019

- We had a good turn out and most of the food and drinks were consumed.
- I would estimate we had between 75 – 100 people attended
- We would like any feedback on what you liked or didn't like? Any suggestions for next year?
- We had a budget of \$600 but stayed under our budget for everything.
- Everyone liked having the tables.

2. Galveston Island 150 Air Race and Biplane Fly-In – June 13, 2020

- This was previously in the meeting.

5. Date and Time of Next Meeting – April 14, 2020

6. Public Comment –

- Dan Lechner from PHI discussed the bi-annual crash drill that is happening at PHI on April 23rd. Every EMS department on the island is involved. They simulate a crash. Looking for people to play victims in the event. The event will go on as planned unless the fire department has something come up. The whole island gets involved in this event.
- Aviation Conference happening at Moody Gardens again this year April 7-9.
- The conference is going to be in San Marcos the next two years because of scheduling conflicts but Moody Gardens is the best place to hold it at.
- Stan Humphrey asked about bringing in Customs. Mike Shahan that there is a possibility that the customs at the port would become their own. That would be in 2021.

7. Adjournment – The meeting was adjourned at 12:58.

Minutes Approved: _____

Date: _____ December 3, 2020