



**NOTICE OF SPECIAL WORK SESSION
AIRPORT ADVISORY BOARD
LANCASTER REGIONAL AIRPORT
730 FERRIS ROAD, SUITE 101, LANCASTER, TEXAS**



Tuesday, September 12, 2017 - 7:00 PM

7:00 P.M. SPECIAL WORK SESSION:

1. Receive a presentation and discuss fuel sold over the 2016/2017 fiscal year.
2. Receive data on the fiscal year 2018 rate increase on all hangar leases.
3. Receive data and discuss the current state of Lancaster Regional Airport's 2016/2017 fiscal year's RAMP Grant.
4. Receive a presentation and discuss the status of the new terminal building.
5. Receive presentation by Jack Green on Lancaster Regional Airport's history.

ADJOURNMENT

ACCESSIBILITY STATEMENT: Meetings of the Lancaster Boards and Commissions are held in municipal facilities are wheelchair-accessible. For sign interpretive services, call the City Secretary's office, 972-218-1311, or TDD 1-800-735-2989, at least 72 hours prior to the meeting. Reasonable accommodation will be made to assist your needs.

Certificate

I hereby certify the above Notice of Meeting was posted at the Lancaster City Hall on September 7, 2017 @ 5:00 p.m. and copies thereof were provided to the Airport Advisory Board members.

**Kellen Benbrook,
Interim Board Secretary**

CITY OF LANCASTER'S BOARDS AND COMMISSIONS

Airport Advisory Board

1.

Meeting Date: 09/12/2017

Policy Statement: This request supports the City Council 2017-2018 Policy Agenda

Goal(s): Financially Sound Government

Submitted by: Kellen Benbrook, Interim Airport Manager

Agenda Caption:

Receive a presentation and discuss fuel sold over the 2016/2017 fiscal year.

Background:

The Lancaster Regional Airport has a revenue stream from fuel sales which include 100LL and Jet-A pre-mixed with a fuel system ice inhibitor. Fuel sales are necessary to the on-going operations and success of the airport.

Operational Considerations:

Fuel Totals - 96,165 gallons (79.6%)

- 100LL Totals - 62,962 gallons (52.9%)
 - 100LL Full Service - 14,401 gallons (14.5%)
 - 100LL Self Service - 48,561 gallons (38.4%)
- JET-A Totals - 33,203 gallons (26.7%)
 - Jet-A Full Service - 28,254 gallons (23%)
 - Jet-A Self Service - 4,949 gallons (3.7%)

CITY OF LANCASTER'S BOARDS AND COMMISSIONS

Airport Advisory Board

2.

Meeting Date: 09/12/2017

Policy Statement: This request supports the City Council 2017-2018 Policy Agenda

Goal(s): Financially Sound Government

Submitted by: Kellen Benbrook, Interim Airport Manager

Agenda Caption:

Receive data on the fiscal year 2018 rate increase on all hangar leases.

Background:

Monthly Hangar Rentals

- Small (956 ft²) - \$0.23 per ft² / \$220.00 per month
- Medium (1,018.25 ft²)- \$0.23 per ft² / \$234.00 per month
- Large (1,624.33 ft²) - \$0.23 per ft² / \$374.00 per month

Monthly Community Hangar Rentals

- Small (956 ft²) - \$0.12 per ft² / \$110.00 per month
- Medium (1,018.25 ft²)- \$0.12 per ft² / \$117.00 per month
- Large (1,624.33 ft²) - \$0.12 per ft² / \$187.00 per month

CITY OF LANCASTER'S BOARDS AND COMMISSIONS

Airport Advisory Board

3.

Meeting Date: 09/12/2017

Policy Statement: This request supports the City Council 2017-2018 Policy Agenda

Goal(s): Financially Sound Government
Sound Infrastructure

Submitted by: Kellen Benbrook, Interim Airport Manager

Agenda Caption:

Receive data and discuss the current state of Lancaster Regional Airport's 2016/2017 fiscal year's RAMP Grant.

Background:

- \$50,563.34 submitted for reimbursement June 21, 2017.
 - \$25,281.67 has been reimbursed.
- \$12,055.76 submitted for reimbursement August 28, 2017.
 - Expecting \$6,027.88 in further reimbursements before September 30, 2017.

CITY OF LANCASTER'S BOARDS AND COMMISSIONS

Airport Advisory Board

4.

Meeting Date: 09/12/2017

Policy Statement: This request supports the City Council 2017-2018 Policy Agenda

Goal(s): Sound Infrastructure

Submitted by: Kellen Benbrook, Interim Airport Manager

Agenda Caption:

Receive a presentation and discuss the status of the new terminal building.

Background:

The Lancaster Economic Development Corporation (LEDC) was successful in the transfer of \$750,000 to the airport for the shortfall on the project, as approved by the City Council. TXDOT Aviation has since been moving this project forward in the construction process.

Operational Considerations:

The new terminal building goes out to bid on September 27, 2017. It will be out for bid for 30 days. (Bidding closes October 26, 2017). It will take approximately 60 days to have an executed contract once there has been a successful bid. Staff is anticipating a ground breaking to commence on or around December 27, 2017.

CITY OF LANCASTER'S BOARDS AND COMMISSIONS

Airport Advisory Board

5.

Meeting Date: 09/12/2017

Policy Statement: This request supports the City Council 2017-2018 Policy Agenda

Goal(s): Healthy, Safe & Engaged Community

Submitted by: Kellen Benbrook, Interim Airport Manager

Agenda Caption:

Receive presentation by Jack Green on Lancaster Regional Airport's history.

Background:

Jack Green will provide a presentation on Jack and Randall Green's role in Lancaster Regional Airport's history.