



# SAN ANGELO REGIONAL AIRPORT

## MATHIS FIELD

8618 Terminal Circle, Suite 101 • San Angelo, Texas 76904 • 325-659-6409 • Fax 657-0050

### AIRPORT ADVISORY BOARD – OFFICIAL MINUTES

For a meeting held Thursday, June 13, 2024 at 1:30 p.m. in the San Angelo Regional Airport conference room, 8618 Terminal Circle, San Angelo TX 76904

Board Members	Initial date	Term	Present	Most Recent Appt. Date	Rolling Attendance			Current Term Expires
Mark Clark	2021	2	Yes	10/2023	9	Out of	10	10/2025
Teresa Special	2014	3	Yes	1/2023	17	Out of	20	10/2024
William Pritchard	2017	3	Yes	1/2023	16	Out of	20	10/2024
Joseph Rallo	2018	2	Yes	1/2023	14	Out of	17	10/2024
Bruce Partain	2020	2	Yes	1/2023	10	Out of	11	10/2024
Sam Strahan	2024	1	No	11/2023	1	Out of	2	10/2025
Sandy Rothband	2024	1	Yes	11/2023	2	Out of	2	10/2025

#### Others Present

Jeremy Valgardson      Keith Muncey      Kelena James      Yvonne Sanchez      Ricki Galyean  
 Randy Galyean

### ORDER OF BUSINESS

#### **OPEN SESSION**

Chairman Pritchard welcomed everyone and called the meeting to order. The Pledge of Allegiance was recited.

Chairman Pritchard asked if everyone would review past board minutes from the January 18, 2024 meeting, Joseph Rallo asked to remove the word splendid. Mr. Pritchard moved for approval as corrected, Bruce Partain seconded the motion. Motion passed unanimously.

#### Public comments:

Chairman Pritchard opened the floor up for public comments. No public comments were made.

Mr. Valgardson introduced Yvonne Sanchez as new Airport Board Secretary and Airport Administrative Assistant.

**Ranger Aviation parking lot lease:**

Jeremy Valgardson presented the first topic of the meeting which was Ranger Aviation parking lot lease. Recent TSA inspectors are asking all vehicle parking to remain on the non-secure side of the airport perimeter fence. Ranger is willing to lease the property directly west of their existing land lease facility at 8802 Hangar Road. Ranger will pave a new parking lot and relocate the perimeter fence to keep customers vehicles outside of the security areas. We are proposing to amend the FBO land lease, to add an additional ~30,000 sf of land with the same terms and conditions as the existing lease, adding about \$4,800 per year in lease payment. Ranger would be required to pull a building permit within 1 year of the lease execution.



Mr. Valgardson announced Ranger was present and asked the Board if they had any questions.

Mr. Pritchard asked if this would keep us in compliance with TSA. Mr. Valgardson stated that it would since customer vehicles would be located outside the secured area and would have to be vetted through Rangers counter to access the airfield.

Randy Galyean with Ranger said yes it would help control uncontrolled people coming through the gate as much as possible due to private flights having people that need to park at the FBO but can only park inside the fence in its current configuration.

Mr. Valgardson asked for a recommendation to amend Ranger Aviation’s ‘8802 Hangar Road’ lease to add approximately 30,000sqft of land for vehicle parking and FBO use.

Mark Clark motioned the recommendation; Teresa Special seconded; motion passed unanimously



**Airport Title VI plan:**

FAA is requiring airports to have their own title VI plan instead of using the City’s title VI plan.

Some of the major changes we are required to do is to reach out to the underrepresented minorities and underprivileged to give them an opportunity to comment on airport capital improvement projects, as well as offering translation services to those who do not read, write, or speak English.

Mr. Valgardson asked for a recommendation from the Board for a resolution to adopt the new San Angelo Airport Title VI plan as drafted.

Mr. Partain motioned for approval; seconded by Mr. Rothband; motion passed unanimously

**Increase in Rates and Charges:**

Mr. Valgardson reported that the Airport has not increased fees since 2017. During the COVID pandemic City Council did not want to increase fees until the community was fully recovered. Mr. Valgardson said we need to increase fees to be able to keep up with inflation and other financial demands. Our biggest need for the additional revenue is to pay for the indirect costs with the city that have increased. These services include, legal service fees, insurance fees, finance fees, IT, and admin support.

The only fees we would like to adjust are the ones under a city ordinance. Our other fees are under a lease agreement and are justified under fair market value evaluations. Those fees are negotiated and agreed to within each individual lease agreement.

We took a survey with other Airports rates and charges. The airport master plan also recommends a 5% increase in fees per year. The fees proposed today will not exceed the recommended 5% increase.

SAN ANGELO REGIONAL AIRPORT Rates and Charges			
Property Type	Annual Rate	Proposed Rate	Basis
<b>Land Lease:</b>			
Aeronautical Use/Land	0.12/SF/YR		4.5% of appraised fair market value of comparable fee interest. Survey suggests commercial land values currently range from \$2.50 - \$5.50. Lease holder is responsible for the repair and maintenance of the improvements that are presently located or to be constructed on the Leased Premises.
		\$0.20/SF/YR	Based on what the current market will bear from surrounding airports.
<b>T-Hangar:</b>			
40 foot units	\$205.00/month		Based on airport survey. Average rate of comparable airports \$235.00.
		\$235.00/month	\$235 is consistent with the 5% increase/year as published in the 2020 masterplan
60 foot executive units	\$300.00/month		Based on airport survey. Average rate of comparable airports is \$355.00.
		\$350/mo	\$350 is consistent with the 5% increase/year as published in the 2020 masterplan
<b>Overnight Aircraft Fee:</b>			
Overnight Tie Down Fee		\$35/month	Charged on a monthly basis
<b>Fuel Flowage:</b>			
Rate	\$0.085	NO CHANGE	Based on airport survey. Average rate of comparable airports is \$1.075.
<b>Terminal Space:</b>			
Office/PA system/Baggage system	\$19.00/SF. \$50.00/month for use of PA system. \$270.00/month for use of baggage system	NO CHANGE	Terminal space is 92% of appraised FMV of comparable airports \$20.59.
<b>Landing Fees:</b>			
Rate	\$0.75 per 1,000 pounds MGLW		Average rate of comparable airports is \$1.25. This rate has not been increased since 2007. MGLW=Max Gross Landing Weight
		\$1.90 / 1,000 lbs	Consistent with other regional airports in Texas our size.



Mr. Pritchard made a motion to recommend to City Council to increase the airport's rates and charges as presented; Teresa Specials seconded the motion; motion passed unanimously.

### **Director's Report:**

Mr. Valgardson reported on the progress of the South Taxilane project. Our consultants have submitted a modified TxDOT design to the FAA for their review and approval of a modification to standards. As of now we are still waiting for the FAA to approve the mod. The mod is sitting at the regional office. Mr. Valgardson is hopeful that within the next few weeks we will have the mod in hand. Once we receive the mod we will have a 3 week bid timeline.

Skyline is nearing completion of the old GTE hangar remodel. They still have some work to do on the inside with the fire suppression system, and then pave the parking lot. Hopefully everything will be done by July.

The ASU aviation classroom facility is underway. The concrete slab has been poured and steel is set to be delivered within the next month. The project is estimated to be almost \$8,000,000.

### **Airport Data:**

Mr. Valgardson shared some data with the board. Within the State of Texas, we are the 18<sup>th</sup> busiest airport on a list of almost 60 airports, for airport operations with 99,686 operations in 2023. We are by far the busiest regional airport in the state for airport operations. Safety Management System (SMS) programs are required if we hit 100,000 operations in 3 consecutive years. To comply with SMS programs we will need to hire more employees, get hardware & software that can track vehicle movement, and upgrade our control tower. Airport operation allow us to compete for more discretionary money.

As far as commercial enplanements go we are still trending downwards. In 2023 we only logged 53,347 enplanements. This is contributed to high ticket prices and less appealing departure schedules. We are still down to only 3 commercial flights a day.

Bruce Partain asked if there was marketing opportunity from the data presented. Mr. Valgardson stated that there is certainly a good story to tell as far as airport operations are concerned, but no marketing efforts have been made.

Mr. Valgardson stated that the FAA has given us approval to use grant money to install new HVAC units on the airport terminal building.

We made the first DRAFT of Congressman Pfluger's community project list to replace our aging Air Traffic Control Tower. Assuming congress can free up earmarked money for the project, we will be looking to start design in the summer of 2025.

Ms. Specials asked how the FAA inspection went in March. Mr. Valgardson stated that it went well thanks to Keith, Randy, and the rest of our airport staff. We had no write ups! Our crew is doing well with the limited resources we have to work with.

Hertz/Dollar/Thrifty is now conducting business out of the terminal. Hertz believes that we will see an increase of enplanements since they have the military agreement and people coming to Goodfellow AFB can fly here instead of Abilene to rent a car on their way to Goodfellow.

Mr. Rallo asked about terminal artwork and the restaurant. Mr. Valgardson stated that the artwork was on hold per City Councils request until Art in Uncommon Places could propose something more in line with the history of the community and the airport.

Mr. Valgardson stated the restaurant didn't make it and went out of business. We have had a few people come look to lease it, but we first need to make some significant improvements before we can lease it out again. We would be open to giving the potential tenant some rent abatement if they would fix the facility up on their dime.

Mr. Pritchard asked when we did our emergency drill. Mr. Valgardson stated, our full scale exercise was done in 2023. We are required to do a full scale emergency drill every 3 years and an emergency plan tabletop review every year. Our tabletop review was done last month. Mr. Pritchard asked for an update on the Fire Departments ARFF personnel's certification compliance reports and thought it would be a good idea for the Station 8 ARFF Captain to make a presentation on their capabilities to the board.

Mr. Pritchard asked if there were any other future agenda items and motioned to adjourn the meeting. Sandy Rothband Seconded the motion.

Randy Galyean did make a comment that in the 24 years he has been here he has never seen upper level management work so well with the maintenance team and the tenants. He thanked Mr. Valgardson for his efforts in managing this airport.

Meeting adjourned at 2:30pm



Jeremy Valgardson, C. M.  
Airport Director



William Pritchard  
Airport Advisory Board Chairman