



## AVIATION ADVISORY BOARD AGENDA

City of Fort Worth Meacham International Airport  
201 American Concourse, Suite 330  
Fort Worth TX 76106

**October 20, 2022**

**3:00 p.m.**

<b>BOARD MEMBER</b>	<b>DISTRICT</b>
Toni Early, Chair	2
Mitchell Moses, Vice Chair	3
Marcia Cepelcha	1
Neftalí Ortiz	4
Samith Hill	5
Mike Gonzalez	6
Charles “C.B.” Team	7
Howard Rattliff	8
Tom Hicks	9

### **I. Call to Order**

### **II. Roll Call**

### **III. Consideration of Minutes for the July 21, 2022 meeting**

### **IV. Action Items**

- 1001 (CD 2) Recommend the City Council Adopt a Resolution Approving the Final Report of the 2022 Master Plan Update for Fort Worth Meacham International Airport

### **V. Items for Discussion**

- 1) Fort Worth Aviation Museum Capital Plan – Roger Venables & Jim Hodgson
- 2) Capital Projects Update – All Three Airports

The City of Fort Worth Meacham International Airport, located at 201 American Concourse, Fort Worth, Texas 76106, Suite 330, is wheelchair accessible. Persons with disabilities who plan to attend this meeting and who may need accommodations, auxiliary aids, or services such as interpreters, readers, or large print are requested to contact the City’s ADA Coordinator at (817) 392-8552 or e-mail [ADA@FortWorthTexas.gov](mailto:ADA@FortWorthTexas.gov) at least 48 hours prior to the meeting so that appropriate arrangements can be made. If the City does not receive notification at least 48 hours prior to the meeting, the City will make a reasonable attempt to provide the necessary accommodations.

## **VI. Announcements**

- 1) The next Aviation Advisory Board meeting will be held Thursday, January 26, 2023, at Fort Worth Meacham International Airport starting at 3:00 p.m.
- 2) The Alliance Texas Aviation Expo Presented by Bell is this Saturday, October 22, 2022.

## **VII. Staff Reports**

- |                     |               |
|---------------------|---------------|
| 1) Meacham Airport  | Aaron Barth   |
| 2) Spinks Airport   | Joe Hammond   |
| 3) Alliance Airport | Lauren Spence |

## **VIII. Citizen's Presentations**

Individual citizen presentations shall be limited to five minutes and group presentations shall be limited to ten minutes. The Chair, at their discretion, may reasonably extend these limits.

## **IX. Request for Future Agenda Items**

## **X. Adjournment**

The next regularly scheduled meeting date of this Board is scheduled for Thursday, January 26, 2023 at 3:00 p.m. Notification of the confirmed Board date will be sent by Constant Contact email. If you wish to submit an agenda item(s) for the next regularly scheduled Aviation Advisory Board meeting, please submit item(s) for consideration no later than 12 p.m. (Noon), Wednesday, January 11, 2023.

Meeting agendas are available 72 hours prior to a meeting and may be found on the City's website at <https://www.fortworthtexas.gov/calendar/boards-commission>.

**SUMMARY OF MINUTES**  
 Aviation Advisory Board Meeting  
 July 21, 2022

**I. Call to Order**

**II.** With a quorum of the Board Members present, Chair Toni Early called the meeting of the Aviation Advisory Board to order at 3:00 p.m., Thursday, July 21, 2022, at Fort Worth Spinks Airport, 450 Alsbury Ct. Burleson, Conference Room, Burleson, TX 76028.

<b>BOARD MEMBER</b>	<b>DISTRICT</b>	<b>PRESENT/ ABSENT</b>
Marcia Cepplecha	1	P
Toni Early	2	P
Mitchell Moses	3	A
Neftali Ortiz	4	P
Samith Hill	5	P
Mike Gonzalez	6	A
Charles "C.B." Team	7	A
Howard Rattliff	8	P
Tom Hicks	9	P
<b>CITY STAFF</b>		
Roger Venables, Aviation Director		
Royce Hansen, Assistant City Attorney		
Aaron Barth, Assistant Aviation Director		
Joe Hammond, Assistant Aviation Director		
Ricardo Barcelo, Administrative Services Manager		
Erin Roden, Administrative Assistant		
Christy Medina, Administrative Assistant		
Barbara Goodwin, Real Property Manager		

**III. Roll Call**

**IV. Consideration of Minutes for the April 21, Meeting**

**Motion:** Neftali Ortiz      **Second:** Samith Hill      **6 Approved, 0 Opposed**

**V. Action Items**

0701 (CD 2) Recommend that the City Council Authorize Acceptance of a Routine Airport Maintenance Project Grant for Fort Worth Meacham International Airport from the Texas Department of Transportation in the Amount of \$50,000.00, Authorize Use of Future Grant Match Capital Funding in the Amount of \$50,000.00 for the City's 50 Percent Grant Match and Adopt Appropriation Ordinance

**Motion:** Neftali Ortiz      **Second:** Marcia Cepplecha      **6 Approved, 0 Opposed**

0702 (CD 6) Recommend that the City Council Authorize Acceptance of a Routine Airport Maintenance Project Grant for Fort Worth Spinks Airport from the Texas Department of Transportation in the Amount of \$50,000.00, Authorize Use of

Future Grant Match Capital Funding in the Amount of \$50,000.00 for the City's 50 Percent Grant Match and Adopt Appropriation Ordinance

**Motion:** Neftali Ortiz    **Second:** Marcia Cepelcha    **6 Approved, 0 Opposed**

0703 (CD 7) Recommend that the City Council Authorize Acceptance of a Routine Airport Maintenance Project Grant for the City of Fort Worth Perot Field Fort Worth Alliance Airport from the Texas Department of Transportation in the Amount of \$50,000.00, Authorize Use of Alliance Capital Fund in the Amount of \$50,000.00 for the City's 50 Percent Grant Match and Adopt Appropriation Ordinance

**Motion:** Neftali Ortiz    **Second:** Marcia Cepelcha    **6 Approved, 0 Opposed**

0704 (CD 6) Authorize Application for and Acceptance of, if Awarded, a Grant from the Federal Aviation Administration, Passed Through the Texas Department of Transportation in an Amount Up to \$360,000.00 for the Update of the Master Plan at City of Fort Worth Spinks Airport, with Up to \$40,000.00 contributed as the City's Match Requirement, for a Total Project Amount Up to \$400,000.00, Adopt Resolution Authorizing the City Manager to Execute Grant Related Agreements with the State of Texas, Represented by the Texas Department of Transportation, and Adopt Appropriation Ordinance

**Motion:** Howard Rattliff    **Second:** Tom Hicks    **6 Approved, 0 Opposed**

0705 (CD 6) Recommend that the City Council Authorize Execution of a New Hangar and Ground Lease Agreement for Approximately 30,500 Square Feet of Ground Space, Including a 14,000 Square Foot Hangar known as Lease Site 29 with Daniel Griffith Fort Worth Spinks Airport

**Motion:** Howard Rattliff    **Second:** Samith Hill    **6 Approved, 0 Opposed**

0706 (CD 2) Recommend that the City Council Authorize Execution of a New Ground Lease Agreement with Mandatory Improvements for Approximately 245,135 Square Feet of Ground Space known as Lease Sites 7C, 8C, 9C, and 10C with Trimec Aviation, Inc. at City of Fort Worth Meacham International Airport

**Motion:** Howard Rattliff    **Second:** Neftali Ortiz    **6 Approved, 0 Opposed**

## **VI. Items for Discussion**

### 1) Community Outreach and Public Involvement- Aaron Barth

#### ❖ Community Outreach

- STEM- Education and Outreach
- Airport Tours
- Fort Worth Student won National Design Challenge sponsored by the FAA.
- Internships-Next Gen Program
- School Career Days
- Summer Camps

#### ❖ Public Engagement

- Public Art
- Airport Master Planning

## **VII. Announcements**

- 1) The next Aviation Advisory Board meeting will be a Special Meeting to be held Thursday, September 15, 2022, at Fort Worth Meacham International Airport, starting at 3:00 p.m.
- 2) The next regularly scheduled Aviation Advisory Board meeting will be held Thursday, October 20, 2022, at Fort Worth Meacham International Airport, starting at 3:00 p.m.

## VIII. Staff Reports

- **Meacham Airport**                      **Aaron Barth**
  - Conference Center
    - Replacement of undersized HVAC system. Expected to be completed by the next board meeting on September 15, 2022.
  - Mid-Field Redevelopment Project
    - Construction on the utility corridor for the Midfield Redevelopment Project is completed and ready for use.
  - Airport Master Plan Update
    - The Master Plan process at Meacham Airport is nearing completion.
    - Coffman and Associates conducted a public meeting on June 22, 2022, seeking additional public input. This is in addition to public meetings earlier this year in 2021.
    - This is a long-range plan that takes a holistic view of airport and community trends and is conducted by consultants that specialize in this field.
    - This effort takes approximately 12 to 18 months to complete.
  - FAA Inspection Report
    - Meacham International Airport had zero discrepancies.
- **Spinks Airport**                      **Joe Hammond**
  - West Side Box Hangar Construction
    - Contractors broke ground on June 17, 2021. The final foundation pours occurred on April 1. Hangar steel delivery is anticipated to occur in July. Hangar completion is anticipated to occur in October.
    - Completion to include:
      - Construction of a new group 1 hangar access taxi-lane on the west side of Spinks Airport.
      - Construction of a 12-unit box hangar. Each unit will be approximately 3,400 square feet.
  - East Side Hangar Taxi-Lane Design
    - Design and engineering are currently underway, with the design nearly complete. The construction of these new taxi-lanes is slated for FY2023 and will open additional airport property and set the stage for box and t-hangar construction.
  - Commemorative Air Force – Barnstormer Saturday
    - Historic Aircraft Fly-in on July 9, 2022- Postponed due to heat.
    - Forthcoming information on rescheduling for this Fall.
    - Additional information on the future event may be available at <https://www.ikesbird.org/fortworthspinks>

- **Alliance Airport**                      **Lauren Spence**
  - Gulfstream Aerospace Corporation MRO Facility
    - Construction was completed in mid-June 2022.
    - Concrete paving for the new adjoining taxiway between Gulfstream and TWY H was completed in March of 2022.
  - Amazon Environmental Assessment Mitigation Phase
    - All homeowners qualified for the sound insulation
      - One hundred sixty-nine (169) homeowners have elected to participate. Of the 169
      - Three (3) homeowners have chosen the aviation easement.
      - Fifteen (15) have chosen transaction assistance.
      - Two (2) have no interest
      - Seventy-seven (77) has not yet been selected; at this time, bids 1-8 are in the varying stages of the seven (7) month orientation to the construction process.
      - Construction has begun on the first home
  - Part 150 Update
    - Approved by the FAA on December 23, 2021.
    - Information regarding the Noise Exposure Map Update was published in the FAA Federal Register.
  - Taxiway Papa Extension
    - On March 1, RWY 16R/34L was closed for a 50-day runway closure to enable crews to construction. Multi-phase venture.
    - Phase 2 was completed in mid-June 2022.
  - Air Show Expo
    - Growth at Alliance, show re-branded 2022 Alliance Texas Aviation Expo presented by Bell.
    - Event October 21-22 -two-days only
  - New FBO Facility
    - Currently under construction- Alliance Aviation Services
    - The completion date changed due to various challenges
    - Target open date 4<sup>th</sup> Qtr. 2022

**IX. Citizen's Presentations – None**

**X. Request for Future Agenda Items - None**

**XI. Adjournment**

With no further presentations or discussions, Neftali Ortiz motioned to adjourn the Aviation Advisory Board Meeting, Howard Ratliff seconded, meeting adjourned at 4:26 p.m., Thursday, July 21, 2022.

**Minutes Approved By:**

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Roger Venables  
Director of Aviation

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Toni Early  
Chair

**SUMMARY OF MINUTES**  
 Aviation Advisory Board Meeting  
 September 15, 2022

**I. Call to Order**

**II.** With a quorum of the Board Members present, Chair Toni Early called the meeting of the Aviation Advisory Board to order at 3:01 p.m., Thursday, September 15, 2022, at Fort Worth Meacham International Airport, 201 American Concourse, Suite 330 Fort Worth 76106.

<b>BOARD MEMBER</b>	<b>DISTRICT</b>	<b>PRESENT/ ABSENT</b>
Marcia Cepplecha	1	P
Toni Early	2	P
Mitchell Moses	3	A
Neftali Ortiz	4	A
Samith Hill	5	A
Mike Gonzalez	6	A
Charles "C.B." Team	7	P
Howard Rattliff	8	P
Tom Hicks	9	A
<b>CITY STAFF</b>		
Roger Venables, Aviation Director		
Royce Hansen, Assistant City Attorney		
Aaron Barth, Assistant Aviation Director		
Joe Hammond, Assistant Aviation Director		
Ricardo Barcelo, Administrative Services Manager		
Tyler Dale, Airport Project Coordinator		
Erin Roden, Administrative Assistant		
Monica Saenz, Administrative Assistant		
Barbara Goodwin, Real Property Manager		
Lindsey Crocker, Real Property Administrative Assistant		

**III. Roll Call**

**IV. Consideration of Minutes for the July 21, Meeting**

Consideration of the July 21, 2022 Meeting minutes will be on the next meeting on October 20, 2022.

**V. Action Items**

None

**VI. Items for Discussion**

1) Fort Worth Meacham International Airport Master Plan Update, Coffman and Associates

❖ Reviewed Master Plan Components



- Recommended Master Plan Concept
  - Facilities Requirements
  - Demand Forecast
  - New ACTC Site Selection
  - Noise Land Reuse Plan
  - Land Use Compatibility Recommendations
  - Capital Improvement Plan and Funding Estimates
- ❖ Next Steps

**The following link is where the Master Plan can be found:** <https://app.box.com/s/9vt5z7wj1kfekw2wqt3i0aj9slt1v0te>

**VII. Announcements**

- 1) The next regularly scheduled Aviation Advisory Board meeting will be held Thursday, October 20, 2022, at Fort Worth Meacham International Airport, starting at 3:00 p.m.

**VIII. Staff Reports-None**

**IX. Citizen's Presentations – None**

**X. Request for Future Agenda Items - None**

**XI. Adjournment**

With no further presentations or discussions, Charles Team motioned to adjourn the Aviation Advisory Board Meeting, Howard Ratliff seconded, meeting adjourned at 4:30 p.m., Thursday, September 15, 2022.

**Minutes Approved By:**

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Roger Venables  
Director of Aviation

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Toni Early  
Chair



# AVIATION ADVISORY BOARD COMMUNICATION

<b>DATE:</b> October 20, 2022	<b>REFERENCE NO.</b> 1001
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**SUBJECT:**

(CD 2) Recommend the City Council Adopt a Resolution Approving the Final Report of the 2022 Master Plan Update for Fort Worth Meacham International Airport

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**RECOMMENDATION:**

The Aviation Advisory Board recommends that the City Council adopt a resolution approving the final report of the 2022 Master Plan Update for Fort Worth Meacham International Airport.

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**DISCUSSION**

The objective of an Airport Master Plan is to determine the role of the airport in the community, determine the relationship the airport has to other system airports, determine the requirements and resources needed to fulfill the airport’s role, and document the vision for the airport. It provides the framework needed to guide future airport development that will cost-effectively satisfy aviation demand, while considering potential environmental and socioeconomic impacts.

In May of 2004, HNTB Corporation (HNTB) prepared and updated the current Master Plan for the Airport. Since this update, several construction and improvement projects have been completed, allowing the Airport to further grow and develop. The Federal Aviation Administration (FAA) advises airport sponsors to periodically update master plans for each airport under their authority so that proper funding for airport improvements may be awarded.

On January 14, 2020, City Council authorized acceptance of a Grant from the Texas Department of Transportation (TxDOT) in the amount of \$225,000.00 and authorized the City’s match requirement of up to \$25,000.00 through Mayor and Council Communication (M&C) 20-0034 for the update of the master plan at Fort Worth Meacham International Airport (Meacham). Subsequently, on October 20, 2020, City Council authorized acceptance of an additional \$43,290.00 from the FAA passed through TxDOT and an additional \$4,810.00 for the City’s match requirement for the update of the master plan.

On or about November, 2020, Coffman and Associates was contracted to perform the study by which the master plan update would be based upon. Four panel meetings, along with public participation sessions were completed throughout the first through third quarters of 2022.

This master plan update will encompass the expansion and numerous changes the Airport has experienced over the past eighteen years and provide a better vision for the future.

The final master plan report is subject to FAA approval and will remain in draft form until FAA approval is achieved.

Fort Worth Meacham International Airport is located in COUNCIL DISTRICT 2.



# **Aviation Advisory Board Department Update October 20, 2022**

**Toni Early**  
Aviation Advisory Board Chair

**Roger Venables**  
Director of Aviation

## **Meacham Airport**

### **Mid-Field Redevelopment Project**

Construction on the utility corridor for the Midfield Redevelopment Project is completed and ready for use. This portion of the Mid-Field Project replaced and extended Commander Road into the new redevelopment area and installed the required utility lines along the road. Parcel sites are ready for developers to easily tie into the road and utility lines now that it is completed.

### **Taxiway Juliet/Apron Charlie Project**

In August, 12” of asphalt was removed and replaced for Taxiway Juliet, which was the first substantial improvement since the last 30 years. Now a substantial improvement to Apron C is receiving attention, with numerous failing concrete panels being removed and replaced. Project estimated to be complete by year’s end.

### **Airport Master Plan Update**

The Master Plan process at Meacham Airport is nearing completion. Coffman and Associates conducted a public meeting on June 22, 2022, seeking additional public input. This is in addition to public meetings earlier this year and in 2021. The Airport Master Plan is a long-range plan that takes a holistic view of airport and community trends and is conducted by consultants specializing in this field. The last plan was conducted in 2004 and is typically updated every 10-15 years. This effort takes approximately 12 to 18 months to complete. Once voted on, it will be recommended to City Council to continue in the finalization process.

## **Spinks Airport**

### **West Side Box Hangar Construction**

Contractors broke ground June 17, 2021. The West side box hangar construction

project consists of:

- Construction of a new group 1 hangar access taxi-lane on the west side of Spinks Airport.
- Construction of a 12-unit box hangar. Each unit will be approximately 3,400 square feet.

Hangar completion expected Early November

### **East Side Hangar Taxi-Lane Design**

Design and engineering for the upcoming East Side Hangar Taxi-Lane project is currently underway, with the design nearly complete. The construction of these new taxi-lanes is slated for FY23 and will open additional airport property and set the stage for box and t-hangar construction.

### **Airport Master Plan**

The Master Plan consultant selection for Spinks Airport is currently underway with final consultant selection is expected in to occur in November.

The last Master Plan was conducted in 2004 and is typically updated every 10-15 years. This effort is anticipated to take approximately 18 months to complete.

## **Alliance Airport**

### **Amazon Environmental Assessment Mitigation Phase**

The Public Meetings (virtual) for this project occurred on January 12-13, 2021 and included the following information which was presented to possibly affected homeowners: study/construction schedules, possible mitigation options and how the process will be conducted. Final noise testing performed in February 2022 determined that all homes (264 total) in the Rivers Edge subdivision qualify for sound insulation, which was approved by the FAA, and one-hundred and ninety-one (191) homeowners have elected to participate in sound insulation with sound completion now complete on sixteen (16) total. Of those homes, none have chosen the Avigation Easement, nineteen (19) have chosen transaction assistance, three (3) have expressed no interest, and fifty-one (51) have not yet selected. At this time, Bids 1-8 are in the varying stages of the seven (7) month orientation to the construction process and construction on the first home began in late June 2022.

### **Taxiway Alpha Centerline Light Replacement Project**

Field work began in late June 2022 and Phases 1 on the south end of TWY A and Phase 7 on TWY H is complete. The electrical contractor (B-C Company) is currently working on Phase 2 and is incrementally moving northward on TWY A to TWY M as new light

fixtures are installed and the existing conduit is replaced. All field activities and changes to phasing will be completed in collaboration with AFW Operations.

### **2022 Alliance Texas Aviation Expo Presented by Bell**

Due to the successful growth and increase in activity at Fort Worth Alliance Airport, the Fort Worth Alliance Airshow has been rebranded as the “2022 Alliance Texas Aviation Expo Presented by Bell” and includes a new entertainment schedule and modified event features. This event will be held on Saturday October 22, 2022 and will be a one-day only event open to the general public. A rehearsal will be held on Friday October 21, 2022 and is reserved for VIP guests and US Air Force Thunderbirds Friends & Family. On both Friday and Saturday, the Flight Line will be open during the first half of the day to tour and touch static aircraft followed by a two (2) hour aerial demonstration by the USAF Thunderbirds, Bell 505, F-22, and RE/MAX Skydiving Team. All day exhibitors and kid-friendly entertainment will be hosted in the Landing Zone northeast of Alliance Aviation Services. Tickets are currently on sale and are available at [www.atxaviationexpo.com](http://www.atxaviationexpo.com).

### **New FBO Facility for Alliance Aviation Services**

Construction continues on the fixed-based operator (FBO) facility upgrade for Alliance Aviation Services at Fort Worth Alliance Airport. The updated facility will be located immediately south of the FAA air traffic control tower on Aviator Way and will underscore Alliance Aviation Services’ three-decade legacy of providing award-winning aviation support services for both corporate and industrial aviation operators. Designed by Corgan and Amaze Design, this facility space will encompass more than 20,000 square feet with an additional 64,000 square feet of attached hangar space, providing a total of six hangars operated by Alliance Aviation Services. Construction of the updated facility is scheduled to conclude in the fourth quarter of 2022.