



1500 E. Industrial Blvd. McKinney, Texas 75069

June 14, 2017

McKinney Community Development Corporation
Cindy Schneible
5900 South Lake Forest Drive, Suite 110
McKinney, Texas 75070

Dear Mrs. Schneible,

McKinney Air Center is the "front door by air" for our city and McKinney National Airport is the "Main Street" for our business community. Our Fixed Base Operations (FBO) terminal and associated parking is used daily by our business community, citizens, visitors, prospective businesses, and pilots. McKinney Air Center has become a recognizable national brand achieving the national ranking of #1 FBO in 2014, 2016, and 2017. With this recognition, and the growing business and citizen base, McKinney Air Center has encountered tremendous growth and is forecasted to continue to grow over the next several years.

It is also important to note, that McKinney National Airport is a benefit to the educational community as well. The Airport provides the opportunity for school aged children through programs offered by McKinney ISD and adults through Letourneau University to develop and establish a career in aviation. We are extremely proud that annually the revenues generated from property tax at the airport are enough to support the cost of educating over 130 students annually at McKinney ISD!

To capitalize and serve the growth of the future, the McKinney Air Center has developed a Public Private Partnership with Western LLC to meet the needs at the Airport. The most critical need is for the expansion of amenities that will ensure the continued growth of the airport. To accomplish this McKinney Air Center and Western LLC have been planning and developing a \$16,000,000 project that will consist of 4 main areas: a new FBO terminal, expanded parking, 40,000 sf Common Hangar and a required upgraded U.S. Customs facility.

Growth trends have led to almost doubling fuel volumes from 880,000 gallons in 2014 to currently 1,400,000 gallons projected in FY 17. With the increase in fuel volumes, McKinney Air Center has also seen the correlation in an increase in airport operations with a steady growth of over 11% each year. Airport operations are expected to reach 120,000 for FY 17. The growth is not showing any signs of slowing down, In May of this year, McKinney Air Center set a record in the number of aircraft fueled with over 1,000

feelings for the month. These growth trends have lead us to focus on the expansion of our facilities to continue to keep an economic engine for our City going.

Currently, McKinney Air Center is home to over 330 aircraft with projections to hit 470 aircraft in 2036. Projections for the next 5 years show an increase of 39 aircraft. Since we are already at 100% capacity with existing hangars and the Common Hanger currently under construction is completely pre-leased we must focus on new hangar complexes to support the growth of our airport. The Dallas-Fort Worth market for hangars is extremely tight; therefore, prospective tenants are still seeking hangar and office space and our list of prospects continues to grow. To address this demand, airports such as Addison are currently constructing 50,000 SF hangars to meet the demands. It is critical that McKinney Air Center move forward as well or risk losing current and/or future corporate or individual tenants to regional competitors.

The McKinney Air Center is the Business and Community Hub of the airport. We pride ourselves in being a member of the community and supporting public events such as airshows, runway for a cure, special needs children events and tours. With the growth at the airport, combined with public events and being a public facility, we are at capacity in our current terminal and are having problems with facility size. The capacity in the facility has directly affected the parking capacity, and it is becoming extremely difficult for our customers and citizens to find available parking. To address these issues this project will also include an expansion of 100 more parking spaces to accommodate growth projections for airport operations, charters, and growing business.

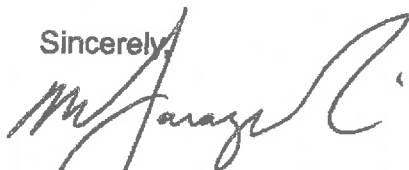
To ensure our growth projections are realistic and that there is room in the market for the construction of these facilities, staff engaged Airport Business Solutions (ABS) to perform an in-depth FBO Business Plan. ABS responded that the "the terminal is rapidly becoming inadequate for the growing business at McKinney" and more specifically stated "the terminal is in need of an upgrade to a larger and more modern, efficient building, with an up-to-date technology and amenities that pilots and passengers expect. McKinney Air Center must align itself with the competition in the FBO market". Any expansion of the terminal will require the US customs facility to expand to a 3,400 square foot stand-alone facility to meet the requirements of U.S. Customs and Border Protection.

The McKinney Air Center financially supports the operations at the airport department and provides funding to cover the debt payment associated with purchasing the airport facilities and FBO. Because of the strong revenues produced by the FBO, the goal has been established that within three years the Airport will be self-sufficient of the General Fund. To continue this goal, the McKinney Air Center respectfully requests a grant of \$4,000,000 for this project. We will also be requesting \$4,000,000 from MEDC and possible \$2,000,000 from TIRZ #2. The remaining \$6,000,000 will be funded directly by McKinney Air Center from revenues received from the 40,000 SF common hangar. We believe this is a project in which the private sector, MCDC, MEDC and the Airport can partner together with each entity providing a financial contribution that will enhance the Airport and benefit the business community and the City of McKinney.

In closing, the airport has been a viable asset and resource for our community. MCDC support will greatly improve our service to our residents, customers and future businesses for years to come. The new terminal will become the new the "Front Door for McKinney"

and help preserve our "Main Street" for the business community. I would like to present our project to your board in July 2017. I appreciate your time and efforts to support the future of our airport.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Jaraczewski". The signature is fluid and cursive, with a large, sweeping flourish at the end.

Mark Jaraczewski
FBO Director

MCKINNEY COMMUNITY DEVELOPMENT CORPORATION

Grant Application

Fiscal Year 2017

IMPORTANT:

- Please read the McKinney Community Development Corporation Grant Guidelines prior to completing this application.
- The Grant Guidelines and Application are available at www.mckinneycdc.org; by calling 972.547.7653 or by emailing cschneible@mckinneycdc.org
- **Please call to discuss your plans for submitting an application in advance of completing the form.** A completed application and all supporting documents are required to be submitted via email or on a thumb drive for consideration by the MCDC board. Please submit the application to:

McKinney Community Development Corporation
5900 S. Lake Forest Blvd., Suite 110
McKinney, TX 75070

- *If you are interested in preliminary Board of Directors review of your project proposal or idea, please complete and submit the Letter of Inquiry form, available at www.mckinneycdc.org, by calling 972.547.7653 or emailing cschneible@mckinneycdc.org.*

Applications must be completed in full, using this form, and received by MCDC, via email or on a thumb drive, by 5:00 p.m. on the date indicated in schedule below.

Please indicate the type of funding you are requesting:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Project Grant
Projects that are eligible for funding in accordance with the Type B sales tax statute (refer to examples in Grant Guidelines) and that advance the mission of MCDC. | <input type="checkbox"/> Promotional or Community Event Grant (maximum \$15,000)
Initiatives, activities or events that promote the City of McKinney for developing new or expanded business opportunities and/or tourism – and enhancing quality of life for McKinney residents. |
|--|---|

Promotional and Community Event Grants:

Application Deadline	Presentation to MCDC Board	Board Vote and Award Notification
Cycle I: November 30, 2016	December 2016	January 2017
Cycle II: May 31, 2017	June 2017	July 2017

Project Grants:

Application Deadline	Presentation to MCDC Board	Board Vote and Award Notification
Cycle I: December 30, 2016	January 2017	February 2017
Cycle II: March 31, 2017	April 2017	May 2017
Cycle III: June 30, 2017	July 2017	August 2017

APPLICATION

INFORMATION ABOUT YOUR ORGANIZATIONName: *McKinney Air Center*Federal Tax I.D.: *75-6000599*Incorporation Date: *October 1989*Mailing Address: *1500 Industrial Blvd., #201*City *McKinney*ST: *TX*Zip: *75069*Phone: *972-547-3400*

Fax:

Email: *Mjaraczewski@flytki.com*Website: *www.flytki.com***Check One:**

- Nonprofit – 501(c) Attach a copy of IRS Determination Letter
 Governmental entity
 For profit corporation
 Other

Professional affiliations and organizations to which your organization belongs:*AAAE**US Contract Tower Assn.**NBAA**NATA**McKinney Chamber of Commerce**Texas Airports Council**FAA***REPRESENTATIVE COMPLETING APPLICATION:**Name: *Mark Jaraczewski*Title: *Director FBO*Mailing Address: *(same as above)*

City:

ST:

Zip:

Phone:

Fax:

Email:

CONTACT FOR COMMUNICATIONS BETWEEN MCDC AND ORGANIZATION:

Name: Jose Madrigal

Title: Deputy City Manager

Mailing Address: City Hall

City: McKinney

ST: TX

Zip: 75069

Phone 972-547-7502

Fax:

Email: jmadrigal@mcKinneytx.gov
org

FUNDING

Total amount requested: \$4,000,000.

Matching Funds Available (Y/N and amount): Y

Will funding be requested from any other City of McKinney entity (e.g. Arts Commission, City of McKinney Community Support Grant)?

Yes

No

Please provide details and funding requested:

MEDC - \$4,000,000 ; TIRZ - \$2,000,000.

PROJECT/PROMOTIONAL/COMMUNITY EVENT

Start Date: Oct. 2017

Completion Date: May 2019

BOARD OF DIRECTORS (may be included as an attachment)

N/A

LEADERSHIP STAFF (may be included as an attachment)

Paul Grimes
Jose madrigal
Mark Jaraczewski

Using the outline below, provide a written narrative no longer than 7 pages in length:

I. Applying Organization

Describe the mission, strategic goals and objectives, scope of services, day to day operations and number of paid staff and volunteers.

Disclose and summarize any significant, planned organizational changes and describe their potential impact on the Project/Promotional/Community Event for which funds are requested.

II. Project or Promotional/Community Event (whichever is applicable)

- Outline details of the Project/Promotional/Community Event for which funds are requested. Include information regarding scope, goals, objectives, target audience.
- For **Promotional Grants/Community Events** – describe how this initiative will **promote the City of McKinney for the purpose of business development and/or tourism.**
- Describe how the proposed Project/Promotional/Community Event fulfills strategic goals and objectives for your organization.
- Please also include planned activities, time frame/schedule, and estimated attendance and admission fees if applicable.
- Include the venue/location for Project/Promotional/Community Event?
- Provide a timeline for the Project/Promotional/Community Event.
- Detail goals for growth/expansion in future years.

Project Grants – please complete the section below:

- | | | |
|-----------------------------|---|-----------------------------|
| • An expansion/improvement? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| • A replacement/repair? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • A multi-phase project? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • A new project? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

Has a feasibility study or market analysis been completed for this proposed project? If so, please attach a copy of the Executive Summary. *yes*

Provide specific information to illustrate how this Project/Promotional/Event aligns with one or more of the goals and strategies adopted by McKinney City Council and McKinney Community Development:

- ⑥ Eligible for MCDC consideration under Sections 501 to 505 of the Texas Local Government Code (refer to MCDC Grant Guidelines)
- ⑥ Support cultural, sports, fitness, entertainment, community projects and events that attract resident and visitor participation and contribute to quality of life, business development and growth of McKinney sales tax revenue
- ⑥ Highlight and promote McKinney as a unique destination for residents and visitors alike
- ⑥ Meet citizen needs for quality of life improvements, business development and sustainable economic growth for residents in the City of McKinney
 - Demonstrate informed financial planning – addressing long-term costs, budget consequences and sustainability of projects for which funding is requested
 - Educate the community about the impact local dining and shopping has on investment in quality of life improvements in McKinney

Indicate which goal(s) listed above will be supported by the proposed Project/Promotional/Event:

Has a request for funding, for this Project/Promotional/Community Event, been submitted to MCDC in the past?

Yes

No

Date(s):

Financial

- Provide an overview of the organization's financial status including the impact of this grant request on organization mission and goals.
- Please attach your organization's budget for the current year and audited financial statements for the preceding two years. If audited financials are not available, please indicate why.

What is the total estimated cost for this Project/Promotional/Community Event?

\$ 16,000,000.

(Please provide a budget specific to the proposed Project/Promotional/Community Event.)

What percentage of Project/Promotional/Community Event funding will be provided by the Applicant? 25%

Are Matching Funds available? Yes

No

Cash \$ 500,000.

Source TXDOT

% of Total

In-Kind \$ towards Terminal

% of Total

+ parking

Please provide details regarding other potential sources for funding. Include name of organization solicited; date of solicitation; amount of solicitation and date that notice of any award is expected.

IV. Marketing and Outreach

Describe marketing plans and outreach strategies for your organization, for the Project/Promotional/Community Event for which you are requesting funding – and how they are designed to help you achieve current and future goals.

V. Metrics to Evaluate Success

Outline the metrics that will be used to evaluate success of the proposed Project/Promotional/Community Event. If funding is awarded, a final report will be required summarizing success in achieving objectives outlined for the event.

Acknowledgements

If funding is approved by the MCDC board of directors, Applicant will assure:

- The Project/Promotional/Community Event for which financial assistance is sought will be administered by or under the supervision of the applying organization.
- All funds awarded will be used exclusively for the purpose described in this application.
- MCDC will be recognized in all marketing, advertising, outreach and public relations as a funder of the Project/Promotional/Community Event. Specifics to be agreed upon by applicant and MCDC and included in an executed performance agreement.
- Organization's officials who have signed the application are authorized by the organization to submit the application;
- Applicant will comply with the MCDC Grant Guidelines in executing the Project/Promotional/Community Event for which funds were received.
- A final report detailing the success of the Project/Promotional/Community Event, as measured against identified metrics, will be provided to MCDC no later than 30 days following the completion of the Project/Promotional/Community Event.
- Up to 80% of the approved grant may be provided, on a reimbursement basis, prior to conclusion of the Project/Promotional/Community Event with submission of invoices/receipts to MCDC. The final 20% may be paid following MCDC's receipt of unpaid invoices/receipts; documentation of fulfillment of obligations to MCDC; and final report on the Project/Promotional/Community Event.

- The required performance agreement will contain a provision certifying that the applicant does not and will not knowingly employ an undocumented worker in accordance with Chapter 2264 of the Texas Government Code, as amended. Further, should the applicant be convicted of a violation under 8 U.S.C. § 1324a(f), the applicant will be required to repay the amount of the public subsidy provided under the agreement plus interest, at an agreed to interest rate, not later than the 120th day after the date the MCDC notifies the applicant of the violation.

We certify that all figures, facts and representations made in this application, including attachments, are true and correct to the best of our knowledge.

Chief Executive Officer

Signature

Printed Name *Mark Jaraczewski*

Date *6-14-17*

Representative Completing Application

Signature

Printed Name *Jose Madrigal*
MARK JARACZEWSKI

Date *6-14-17*

INCOMPLETE APPLICATIONS, OR THOSE RECEIVED AFTER THE DEADLINE, WILL NOT BE CONSIDERED.

CHECKLIST:

Completed Application:

- ✓ Use the form/format provided
- ✓ Organization Description
- ✓ Outline of Project/Promotional/Community Event; description, budget, goals and objectives
- ✓ Indicate the MCDC goal(s) that will be supported by this Project/Promotional/Community Event
- ✓ Project/Promotional/Community Event timeline and venue
- ✓ Plans for marketing and outreach
- ✓ Evaluation metrics
- ✓ List of board of directors and staff

Attachments:

- ✓ Financials: organization's budget for current fiscal year; Project/Promotional/Community Event budget; audited financial statements
- ✓ Feasibility Study or Market Analysis if completed (Executive Summary)
- ✓ IRS Determination Letter (if applicable)

A FINAL REPORT IS TO BE PROVIDED TO MCDC WITHIN 30 DAYS OF THE EVENT/COMPLETION OF THE PROJECT/PROMOTIONAL/COMMUNITY EVENT.

FINAL PAYMENT OF FUNDING AWARDED WILL BE MADE UPON RECEIPT OF FINAL REPORT.

PLEASE USE THE FORM/FORMAT OUTLINED ON THE NEXT PAGE.

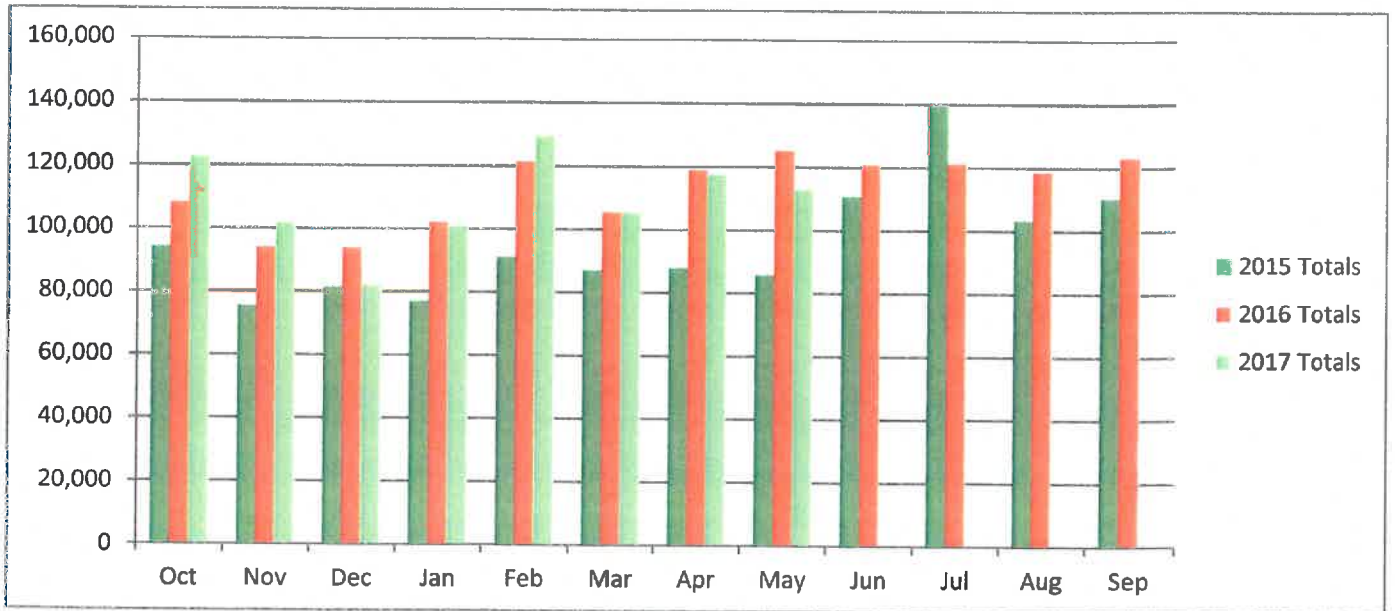
MCKINNEY NATIONAL AIRPORT

McKinney Air Center

FY 2015 - 2016 - 2017

Gallons Sold

	2015			2016			2017		
	AvGas	Jet	Totals	AvGas	Jet	Totals	AvGas	Jet	Totals
Oct	11,324	82,859	94,183	14,937	93,370	108,307	22,895	99,843	122,738
Nov	11,678	63,874	75,552	11,321	82,727	94,048	15,473	86,296	101,769
Dec	9,931	71,650	81,581	12,723	81,309	94,032	13,222	69,008	82,230
Jan	12,869	64,204	77,073	13,952	88,252	102,204	14,071	86,877	100,948
Feb	13,020	78,112	91,132	16,240	105,244	121,484	11,228	118,307	129,535
Mar	10,758	76,380	87,138	16,365	89,247	105,612	17,131	88,471	105,602
Apr	11,392	76,464	87,856	16,272	102,783	119,055	14,497	103,007	117,504
May	9,956	75,946	85,902	15,160	110,123	125,283	15,850	97,170	113,020
Jun	14,876	95,980	110,856	15,945	104,995	120,940			
Jul	17,071	122,491	139,562	19,239	102,237	121,476			
Aug	17,747	85,615	103,362	16,805	101,918	118,723			
Sep	17,927	92,530	110,457	17,804	105,594	123,398			
Totals	158,549	986,105	1,144,654	186,763	1,167,799	1,354,562	124,367	748,979	873,346



McKinney Air Center @ TKI
Recast Financial & Projection Analysis

McKinney Air Center Revenue	Actual Financials			5 Year Projections				
	2014	2015	2016	2017	2018	2019	2020	2021
Jet-A	\$2,206,926	\$2,816,008	\$3,142,723	\$3,454,550	\$3,869,562	\$3,628,278	\$3,802,690	\$3,984
Avgas	\$645,968	\$749,532	\$758,544	\$800,000	\$824,000	\$830,239	\$856,925	\$884
Negotiated Contract Fuel	\$136,771	\$142,125	\$134,814	\$137,500	\$141,625	\$145,874	\$150,250	\$154
Oil	\$6,882	\$7,069	\$7,391	\$10,000	\$10,300	\$10,609	\$10,927	\$11
Ramp Fees	\$38,382	\$41,050	\$59,560	\$65,000	\$66,950	\$68,959	\$71,027	\$73
Transient Storage Fees	\$42,080	\$43,813	\$39,754	\$50,000	\$51,500	\$53,045	\$54,636	\$56
Miscellaneous Line Service Fees	\$37,317	\$83,782	\$143,649	\$145,000	\$149,350	\$153,831	\$158,445	\$163
Customs and International Refuse Fees	\$9,000	\$10,781	\$22,900	\$25,000	\$25,750	\$26,523	\$27,318	\$28
Hangar Leases	\$1,333,938	\$1,784,461	\$1,985,578	\$1,949,000	\$2,234,234	\$2,480,200	\$2,554,606	\$2,631
Other Miscellaneous	\$27,510	\$11,051	\$54,581	\$55,000	\$56,650	\$58,350	\$60,100	\$61
Total Revenue McKinney Air Center	\$4,484,774	\$5,689,672	\$6,349,494	\$6,691,050	\$7,429,921	\$7,455,906	\$7,746,926	\$8,048
Cost of Sales	2014	2015	2016	2017	2018	2019	2020	2021
Jet	(\$1,423,835)	(\$1,567,031)	(\$1,455,788)	(\$2,057,300)	(\$2,398,618)	(\$2,470,577)	(\$2,544,694)	(\$2,621)
Avgas	(\$477,446)	(\$512,814)	(\$463,743)	(\$428,884)	(\$635,250)	(\$494,190)	(\$504,074)	(\$514)
Oil	(\$13,629)	(\$16,162)	(\$4,700)	(\$10,000)	(\$6,592)	(\$6,790)	(\$6,993)	(\$7)
Total Cost of Sales	(\$1,914,910)	(\$2,096,007)	(\$1,924,231)	(\$2,496,184)	(\$3,040,460)	(\$2,971,556)	(\$3,055,761)	(\$3,142)
Gross Margin	\$2,569,864	\$3,593,665	\$4,425,263	\$4,194,866	\$4,389,461	\$4,484,350	\$4,691,165	\$4,906
Operating Expenses	2014	2015	2016	2017	2018	2019	2020	2021
Credit Card Fees	(\$76,364)	(\$105,648)	(\$117,442)	(\$12,000)	(\$12,360)	(\$12,731)	(\$13,113)	(\$13)
Utilities (Elec, Communications, Gas, Water)	(\$138,653)	(\$99,438)	(\$95,784)	(\$100,000)	(\$103,000)	(\$106,090)	(\$109,273)	(\$112)
Rental Fees	(\$20,973)	(\$65,072)	(\$71,457)	(\$73,000)	(\$75,190)	(\$77,446)	(\$79,769)	(\$82)
Professional Services	(\$3,755)	(\$416)	(\$101,428)	(\$5,000)	(\$5,150)	(\$5,305)	(\$5,464)	(\$5)
Customs	\$0	(\$9,365)	(\$17,589)	(\$12,000)	(\$12,000)	(\$12,360)	(\$12,731)	(\$13)
Travel/Training	(\$10,454)	(\$2,655)	(\$10,019)	(\$15,000)	(\$15,600)	(\$16,224)	(\$16,873)	(\$17)
Publications	(\$6,044)	(\$6,555)	(\$7,439)	(\$7,500)	(\$7,725)	(\$7,957)	(\$8,195)	(\$8)
Trade Associations	(\$1,072)	(\$1,275)	(\$1,890)	(\$10,000)	(\$10,300)	(\$10,609)	(\$10,927)	(\$11)
Mileage	(\$307)	(\$890)	(\$776)	(\$1,000)	(\$1,030)	(\$1,061)	(\$1,093)	(\$1)
Promotional/Advertising	(\$292)	(\$679)	(\$853)	(\$1,000)	(\$1,000)	(\$1,000)	(\$1,000)	(\$1)
Building Maintenance	(\$113,391)	(\$170,100)	(\$148,089)	(\$150,000)	(\$157,000)	(\$161,710)	(\$166,561)	(\$171)
Maintenance Other	(\$7,350)	(\$30,089)	(\$51,643)	(\$55,000)	(\$56,650)	(\$58,350)	(\$60,100)	(\$61)
Information Services Fee	\$0	(\$21,994)	(\$21,994)	(\$22,000)	(\$22,660)	(\$23,340)	(\$24,040)	(\$24)
Supplies	(\$60,891)	(\$59,534)	(\$63,202)	(\$65,000)	(\$66,950)	(\$68,959)	(\$71,027)	(\$73)
Salaries/Benefits	(\$713,673)	(\$838,066)	(\$1,173,759)	(\$958,600)	(\$1,088,800)	(\$1,143,240)	(\$1,200,402)	(\$1,260)
Health/Life Insurance	(\$169,247)	(\$195,285)	(\$222,411)	(\$222,400)	(\$232,600)	(\$244,230)	(\$256,442)	(\$269)
Waste Water Fund Loan						(\$400,000)	(\$400,000)	(\$425)
Total Operating Expenses	(\$1,322,466)	(\$1,607,061)	(\$2,105,775)	(\$1,709,500)	(\$1,868,015)	(\$1,950,609)	(\$2,037,009)	(\$2,127)
EBITDA (Earnings Before Interest, Taxes, Depreciation & Amortization)	\$1,247,398	\$1,986,604	\$2,319,488	\$2,485,366	\$2,521,446	\$2,533,740	\$2,654,155	\$2,778,7
MNA Dept (Admin)								
TxDot Grants	\$94,585	\$67,332	\$54,753	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Land Leases	\$103,888	\$97,724	\$103,407	\$ 103,407	\$ 103,407	\$ 103,407	\$ 103,407	\$ 103,407
City Transfer from GF	\$585,513	\$613,513	\$613,513	\$ 613,513	\$ 400,000	\$ 200,000		
Total Revenue MNA Dept (Admin)	\$783,986	\$778,569	\$771,673	\$ 766,920	\$ 553,407	\$ 353,407	\$ 153,407	\$ 153,407
MNA Admin Expenses								
Sundry/Salaries/ Insurance	\$ 1,142,598	\$ 1,110,264	\$ 1,171,250	\$ 1,194,675	\$ 1,218,569	\$ 1,242,940	\$ 1,267,799	\$ 1,293,000
McKinney National Airport Dept Revenue	(\$358,612)	(\$331,695)	(\$399,577)	\$ (427,755)	\$ (665,162)	\$ (889,533)	\$ (1,114,392)	\$ (1,139,000)
Debt Payment Transfer	\$ 471,772	\$ 551,354	\$ 1,370,966	\$ 1,469,017	\$ 1,469,017	\$ 1,469,017	\$ 1,469,017	\$ 1,469,017
TBO/ Airport Departments Revenue	\$417,014	\$1,103,555	\$548,945	\$588,594	\$ 387,268	\$175,190	\$70,747	\$170,000

