



Meeting Minutes

**City of Gainesville
Airport Advisory Board Meeting
Airport Conference Room
Monday, July 22, 2002
5:15 PM**

Members Present: Carroll Johnson, Fred Christen, Mike McKenzie, Nancy Brannon, Ginger Herrmann, Earl Russell and Earl Clement.

Members Absent: None

Staff Present: Matt Quick, Leslie Greer

Visitors Present: Brad Barrett, Bill Morrow

The **first item of business** was calling the meeting to order at 5:15pm.

The **second item of business** was citizen/tenant comments. None were given

The **third item of business** was Discussion & Action on reassignment of tenant lease invoicing for the Hoffman Hangars. Leslie Greer and Matt Quick discussed how the invoicing provides extra work with no compensation for the airport staff. They brought to the Board's attention that they would like to turn over all invoicing and correspondence responsibilities regarding the Hoffman Hangars to Leonard Hoffman. The Board agreed and recommended Matt Quick gets in touch with Mr. Hoffman and makes him aware of this decision. During this item of business, it was a mutual decision of the Board and Staff to release the Staff of all paperwork and lease agreements with the Addison hangar as well. Matt Quick, airport director, will take action on these subjects.

The **fourth item of business** was Discussion and Action on the current situation of the fuel system installed by Applied Technology. Matt Quick and Leslie Greer informed the Board of the recent problems regarding the system. The Board and Staff are in mutual agreement to have the current fuel system taken out. Matt Quick informed the Board that he had been in contact with Penny Ellis from Fuelmaster and had received a quote on their fuel system price. Carroll Johnson has talked with Kenneth Moline, current fuel representative from Air BP regarding signing a fuel contract and in turn would agree to cover the cost of installing a new system. A motion was made by Earl Clement for Matt Quick to get with Mike Land, City Manager, by noon the following day on this matter. Nancy Brannon seconded the motion. Ayes: Johnson, Christen, McKenzie, Brannon, Clement, Russell, and Herrmann. Nays: None Absent: None.

The **fifth item of business** was an Airport update provided by Matt Quick, Airport Director. Reports included the June 2002 fuel report, update on the rough grading earthwork project, and reappointment of Airport Board Members, Mike McKenzie, Fred Christen, and Nancy Brannon.

The **sixth item of business** was consideration and action on hangar lease issues. Mike McKenzie recommended the Board enter into Executive Session at 5:50pm. Several issues were discussed including subleasing, leasing of City owned hangars for non-aviation purpose, a proposal letter written by Bill Morrow regarding leasing the hangar currently occupied by Brad Barrett, Barrett Aircraft Maintenance, Inc., and also regarding City owned hangar #304. The Board recommended Matt Quick follow up on these issues by writing letters of notice to Mr. Dan Combs, Mr. Layton Humphrey, and Dr. David Shauf, for their review of the rules and regulations regarding City T-hangars. It was also recommended by the Board to have interested parties write proposal letters for the reasons and terms of renting hangar #304. It was recommended that a lease contract be prepared by the City for Brad Barrett to sign for the hangar he is currently occupying. Executive Session adjourned at 7:00pm. No action was taken by the Board.

The **seventh item of business** was Board member comments. Comments were given by Mike McKenzie concerning hazardous vehicle traffic on the ramp by his hangar and the outdated information currently on the Airports Web Site. Fred Christen commented on the possibility of raising the current City T-hangar rental prices and also future construction of more T-hangars and also adding another staff member at the airport in order to expand our normal operating hours of operation. Earl Russell commented on the possibility of organizing the Gainesville Municipal Airport Pilot's Association and provided information for other Board members' review.

A motion to adjourn the meeting was made by Ginger Herrmann with a second made by Fred Christen. Ayes: Johnson, McKenzie, Christen, Russell, Clement, Herrmann. Nays: None. Absent: Brannon.

Meeting adjourned at 7:20pm.