



# Meeting Minutes

City of Gainesville  
Airport Advisory Board Meeting  
Airport Terminal Conference Room  
Monday, December 8, 2003 5:15 PM

**Members Present:** Carroll Johnson, Mike McKenzie, Earl Russell, Ginger Herrmann, Nancy Brannon, Richard Lira

**Members Absent:** Earl Clement

**Staff Present:** Matt Quick, Leslie Greer

**Visitors Present:** None

The **first item of business** was calling the meeting to order at 5:38pm by Mike McKenzie.

The **second item of business** was discussion and action on meeting minutes from November 10, 2003. A motion was made to approve the minutes by Ginger Herrmann, with a second made by Richard Lira. Ayes: McKenzie, Johnson, Russell, Brannon, Lira, Herrmann. Nays: None. Absent: Clement.

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

The **fourth item of business** was discussion and action on an updated Master Plan for the Gainesville Municipal Airport. The Airport Director informed the Board of an update programmed by TXDOT for the Gainesville Municipal Airport in fiscal year 2004-2005 (September, 04 to August, 05). A letter from Dave Fulton, TXDOT Aviation Division, concerning the Non-Primary Entitlement Funds, stated it would be permissible for the City to utilize remaining NPE funds to support funding for a Master Plan. All Board members present were in agreement that a Master Plan is necessary in order for the advancement of Airport development, and to secure future funding. A motion was made by Nancy Brannon stating appropriate action be taken by the Airport Director toward updating a Master Plan for

the Gainesville Municipal Airport. A second was made by Ginger Herrmann. Ayes: McKenzie, Johnson, Herrmann, Brannon, Lira, Russell. Nays: None. Absent: Clement.

The **fifth item of business** was discussion and action regarding participation with TXDOT Aviation in the 2003-2004 Routine Airport Maintenance Program (RAMP). The Airport Director explained the RAMP Program and funding to be matched by TXDOT up to \$30,000, for a total of \$60,000, for financial support of various projects. Board members received a list comprised of eligible work items obtainable through the program. Also available was a list of potential projects the Gainesville Municipal Airport will undertake during the present RAMP Fiscal Year. Earl Russell made a motion in favor of the City's participation in the RAMP Program for Fiscal Year 2003-2004. A second was made by Richard Lira. Following approval of potential projects by TXDOT Aviation, the RAMP grant will be forwarded to City Council for final approval. Ayes: McKenzie, Johnson, Brannon, Herrmann, Lira, Russell. Nays: None Absent: Earl Clement.

The **sixth item of business** was Airport Director Reports. The Airport Director provided reports on November 2003 fuel sales, the pre-construction meeting for the upcoming CIP Project, and the status of Non-Primary Entitlement funds.

The **seventh item of business** was Board member comments. Ginger Herrmann informed the Board she had recently been approached by Mr. Joe Leonard and asked if it would be possible for him to approach the Airport Board once more regarding a name change for the airport. Earl Russell approached the Board with concerns regarding the entrance sign located at Weber Drive and Highway 82, expressing the need to refurbish the sign in order to present a more pleasing entrance to the airport. Mr. Russell stated the need for a monthly report regarding the upcoming CIP Project, to notify all persons, tenants and businesses involved in aviation of further developments and any changes as they occur. Mr. Russell also asked Board members to express their interests regarding the pursuit of building additional t-hangars on the West side of the existing 200 and 300 series hangars. Mike McKenzie and Richard Lira suggested the item of building additional t-hangars be placed on next month's Board agenda for discussion.

The **ninth item of business** was a motion made by Richard Lira to adjourn with a second made by Ginger Herrmann. Ayes: McKenzie, Johnson, Brannon, Herrmann, Lira, Russell. Nays: None. Absent: Earl Clement.

Meeting was adjourned at 6:25 pm.