



Meeting Minutes

City of Gainesville
Airport Advisory Board Meeting
Airport Terminal Conference Room
Monday, January 13, 2003 5:15 PM

Members Present: Carroll Johnson, Mike McKenzie, Earl Russell, Fred Christen, Earl Clement, Ginger Herrmann

Members Absent: Nancy Brannon

Staff Present: Matt Quick

Visitors Present: Bob Jutton and Chuck Willis, GRW Willis, Inc., Bill Morrow, Wayne Dodson

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

The **second item of business** was discussion and Action on Meeting Minutes from December 9, 2002. A motion was made to approve the minutes by Fred Christen, with a second made by Earl Russell. Ayes: Johnson, Russell, McKenzie, Clement, Christen, Herrmann. Nays: None. Absent: Brannon.

The **third item of business** was discussion and action on election of board officers for 2003. Fred Christen made a motion to elect Mike McKenzie as board chairman and Nancy Brannon as board vice-chairman. Earl Russell seconded the motion. Ayes: Johnson, McKenzie, Herrmann, Russell, Clement, Christen. Nays: None Absent: Brannon

The **fourth item of business** was citizen/tenant comments. Mr. Wayne Dodson commented on the rough grading project for the runway extension. He was concerned with the soil erosion control, mud on County Road 404, and lack of shaker rock at the entrance to the construction site. Mr. Dodson was informed by Bob Jutton and Chuck Willis of GRW Willis, Inc., that the rough grading project being completed by Alan Ritchey, Inc. was within the bounds of the EPA and that before they reach completion of the project, all specifications

included in the contract will be fulfilled. Mr. Bill Morrow commented on the parking situation at the airport. He stated that he would like to see the parking lot west of his facility and the land west of the multi-use hangar become paved parking. He stated his concern for the lack of parking at the airport for special events. Mr. Morrow added that Tomlinson Avionics of Texas, Inc. will be holding an open house on May 31, 2003.

The **fifth item of business** was the rough grading project and capital improvement plan update given by Mr. Bob Jutton and Mr. Chuck Willis of GRW Willis, Inc. Mr. Jutton informed everyone present that he had talked with Richard Stroup, Vice President of Alan Ritchey, Inc. and Mr. Stroup felt confident that the grading would be completed within thirty days, weather permitting. He also handed out a letter addressed to Mike Land on December 13, 2002, stating compliance rules that Alan Ritchey, Inc. needed to follow. Mr. Jutton then gave an update on the Capital Improvement Plan. Mr. Chuck Willis informed the board that the instrument approaches currently suspended, due to the project, are in the process of being reinstated. Matt Quick sent a letter to the FAA on January 13, 2003, and is currently waiting to hear from them on its status.

The **sixth item of business** was discussion and action on the bids for the multi-use hangar and assignment of the hangar. Matt Quick stated that the multi-use hangar was open to bids from late November 2002 through January 2, 2003. Ads were placed in area newspapers as well as several aviation publications. At closing of the bids only one bid had been received. Tomlinson Avionics of Texas, Inc. put in a proposal to lease the hangar for three (3) years at \$1500.00 per month. Bill Morrow stated his intentions for the hangar and his business. He would like to move some of the company's maintenance projects to this hangar, and is also looking into the aircraft salvage business. The board asked Mr. Morrow if he would be willing to allow transient aircraft to be kept in the hangar on a temporary basis if needed and he had room, to which he agreed. The Airport Director recommended the City enter into a lease with Tomlinson Avionics of Texas, Inc. Fred Christen made a motion that the City enter into a three (3) year lease with Tomlinson Avionics of Texas, Inc., at a rental rate of \$1500.00 per month, with a second made by Ginger Herrmann. Ayes: Johnson, McKenzie, Herrmann, Christen, Russell and Clement. Nays: None. Absent: Brannon. This matter will go before City Council on January 21, 2003.

The **seventh item of business** was airport director reports provided by Matt Quick. The December 2002 fuel report was available for review.

The **eighth item of business** was Board member comments. Carroll Johnson stated he would like to see the issue concerning lack of parking at the airport be studied by the Airport Director to see if there is funding available to cover cost of additional parking. He also stated concern for the deterioration of the asphalt located near the hangar owned by Leonard Hoffman. The board also commented on making sure various websites for the airport are being updated.

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

Meeting was adjourned at 6:27 pm.