



Meeting Minutes

**City of Gainesville
Airport Advisory Board Meeting
Airport Terminal Conference Room
Monday, November 10, 2003 5:15 PM**

Members Present: Carroll Johnson, Mike McKenzie, Earl Russell, Ginger Herrmann, Earl Clement, Richard Lira

Members Absent: Nancy Brannon

Staff Present: Matt Quick

Visitors Present: Chuck Willis

The **first item of business** was calling the meeting to order at 5:18pm by Mike McKenzie.

The **second item of business** was discussion and action on meeting minutes from October 13, 2003. A motion was made to approve the minutes by Earl Russell, with a second made by Earl Clement. Ayes: McKenzie, Johnson, Russell, Clement, Lira. Nays: None. Absent: Brannon and Herrmann.

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

The **fourth item of business** was update by Mr. Chuck Willis and Mr. Bob Jutton of GRW Willis, Inc. on Rough Grading Project, Current CIP, and Future Airport Planning. Mr. Jutton was unable to attend. Mr. Willis gave a brief update on the rough grading and current CIP project. He stated the rough grading project will be closed out when a final observation is made by Mr. Jutton. He also stated a pre construction meeting for the CIP project is tentatively set for late November with a start date in early December. Mr. Willis discussed the circumstances regarding the CIP funding, stating that TXDOT included approximately \$300,000 of the Airport's Non-Primary Entitlement funds (NPE) in the project. The bids submitted were approximately \$900,000 below the budgeted amount, therefore the City of Gainesville would be interested in pulling the NPE money from the project and utilize these

funds for other Airport improvements. Mr. Willis and the Airport Director have drafted a letter to forward to Mr. Dave Fulton of TXDOT Aviation following approval by the City Manager. Mr. Willis expressed the need for a careful approach by the City when asking TXDOT for the NPE funds. Mr. Willis then addressed the Board regarding a potential Master Plan for the Gainesville Municipal Airport. The most recent Master Plan developed for the Airport was printed in 1975 and an Action Plan was started over five years ago and never completed. Mr. Willis stated that in order for the Airport to receive CIP funding and NPE funding in the future, a plan of action is required by the FAA and TXDOT. If the Airport does receive NPE money from the CIP project, it could be used to help with funding for a new Master Plan. TXDOT has funds allocated in FY 2005 for a Master Plan to be developed for the Gainesville Municipal Airport if needed.

The **fifth item of business** was discussion and action on proposed name change for the Gainesville Municipal Airport. The Airport Director explained circumstances regarding a resolution passed by the Gainesville Chamber of Commerce in favor of changing the name of the Airport, with lone approval of the Airport Board and City Council. A motion was made by Earl Russell to continue operating with the "Gainesville Municipal Airport" name with a second made by Richard Lira. Ayes: McKenzie, Johnson, Clement, Herrmann, Lira, Russell. Nays: None Absent: Nancy Brannon. With one absent, the vote to keep the current Airport name was unanimous.

The **sixth item of business** was discussion and action on proposed grazing lease for approximately 360 acres of land on Airport property. The Airport Director informed the Board that one bid was submitted by Mr. Rudy Schumacher to lease the property for \$2,900 per year for five years. The lessee is responsible for paying the property taxes, which are included in this amount. A motion was made by Richard Lira to accept the bid by Mr. Schumacher and forward it to City Council for final approval. A second was made by Ginger Herrmann. Ayes: McKenzie, Johnson, Clement, Herrmann, Lira, Russell. Nays: None. Absent: Brannon.

The **seventh item of business** was Airport Director Reports. The Airport Director provided reports on the October 2003 fuel sales, airport tenant insurance status regarding Tuttle Aircraft Painting and Maintenance, current airport fund report, and an economic impact study provided by TXDOT on airports in the state of Texas.

The **eighth item of business** was Board member comments. Mike McKenzie stated he would like to further the discussion regarding a new Master Plan at the next board meeting. Ginger Herrmann asked the Board be given a copy of the letter to be sent to TXDOT regarding the NPE funds. Earl Clement stated his interest in seeing the economic study submitted to the local newspaper for public knowledge. Discussion followed regarding setting a tentative date of December 8 for the next board meeting and Christmas party.

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

Meeting was adjourned at 6:52 pm.