



## Meeting Minutes

City of Gainesville  
Airport Advisory Board Meeting  
Airport Conference Room  
Monday, November 8, 2004  
5:30 PM

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

**Members Absent:** Nancy Brannon, Richard Lira

**Staff Present:** Matt Quick

**Visitors Present:** Councilman Jim King, Councilman Tony Manning, Councilwoman Beverly Snuggs, Rob Diver, Jody Henry

The **first item of business** was calling the meeting to order at 5:30 pm by Mike McKenzie.

The **second item of business** was discussion and action on meeting minutes from October 11, 2004. A motion was made to approve the minutes by Earl Russell, and a second made by Ginger Herrmann. Ayes: Herrmann, Johnson, Clement, Russell. Nays: None. Absent: Nancy Brannon, Richard Lira.

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

The **fourth item of business** was presentation by Mr. Dan Ott of Flying Colors of Texas, followed by discussion and action on proposed use of Hangar #304 for business purposes on the Airport. Due to Mr. Ott's absence, the Board continued on with the fifth item of business.

The **fifth item of business** was presentation by Mr. Rob Diver of Air Tejas, Inc. followed by discussion and action regarding future plans for his air cargo operation on the Airport. Mr. Diver informed the Board he currently operates one aircraft, a DC-3, for which he purchased two thousand thirty three (2,033) gallons of fuel during the month of October, 2004. Mr. Diver's intentions are to hire personnel for maintenance and crew members, prepare an additional DC-3 for airworthiness and have two (2) aircraft in operation within the next month, adding a third, a Convair, in the near future. Mr. Diver is requesting permission to acquire utilities on the area of Airport property he is currently leasing in order to better accommodate his future business operations. At present, electricity and a phone line are the most important items needed and Mr. Diver is also interested in the possibility of installing a trailer for security reasons, storage and crew member accommodations. In closing, Mr. Diver also inquired into the possibility of installing security lighting on the premises he leases for aircraft storage. Earl Russell suggested the possibility of acquiring wireless internet services and Mr. Diver stated he would still need a phone line for fax transmittal purposes. Mike McKenzie questioned a temporary trailer, stating a special use permit would need to be obtained through the City Planning and Zoning Board. Mr. Diver explained his future plans include building a structure for hangar space with an office area and exclude any temporary trailers currently used for storage and the security trailer. Mr. Johnson expressed his interest in Mr. Diver's operation stating the fuel purchase capabilities would have a positive effect on the Airport. A motion was made by Earl Clement to permit Mr. Diver to move forward with the process of obtaining utilities needed with the understanding other scenarios may arise throughout the process. A second was made by Carroll Johnson. Ayes: Clement, Russell, Johnson, Herrmann. Nays: None. Absent: Lira, Brannon.

The Airport Director will work with Mr. Diver researching installation of utility services.

The **sixth item of business** was update and discussion regarding Airport Master Plan. The Airport Director informed the Board the second Planning Advisory Committee (PAC) meeting was held on October 20, 2004 with Coffman Associates, TXDOT Aviation and committee members. During the meeting Coffman Associates representatives gave a presentation on the Phase I Draft Report, focusing on the Airport's inventory, demand forecasts and facility requirements. As part of the Master Plan, Coffman Associates mailed four hundred forty four (444) surveys resulting in a response rate of eighteen percent (18%). The response showed the primary reason for choosing to base and aircraft at Gainesville was for convenience, followed by hangar facilities. The opinion of those responding showed a need for some necessary improvements including upgrades to our ramp apron and navigational aids. The Airport Director added the main issue discussed in the meeting was runway strength. The Airport Director, City Staff and TXDOT Aviation have been researching this topic in order to determine if it would be necessary to bore the main runway in order to gather more information regarding the strength of the runway. A Public Information meeting was planned to follow the PAC meeting but received no outside attendance. A third PAC meeting is tentatively scheduled for late January 2005.

The **seventh item of business** was Airport Director Reports. Reports were given on October 2004 fuel sales and an update on the CIP Project stating Viking Company is scheduled to return the week of November 15 to repair some areas of slurry previous to a final walk through conducted by TXDOT. A concern regarding drainage on the South end of the Airport will also be reviewed. The Airport Director added, the City Council has

approved payment number two (2) to Alan Ritchey, Inc. in the amount of eighty eight thousand five hundred eighty eight and .01/100 (\$88,588.01) for services related to the rough grading project. A five percent (5%) retainage fee will be held pending removal by ARI of the dirt storage area on the north end of the Airport. In conclusion, the Airport Director gave an update on the current Airport fund balance.

The Board Chairman revisited item number four (4). City Fire Marshal, Jody Henry, addressed issues related to a fire suppression system related to a planned paint facility owned and operated by Mr. Dan Ott. Carroll Johnson made a motion to table this item until further information becomes available. A second was made by Ginger Herrmann. Ayes: Clement, Russell, Johnson, Herrmann. Nays: None. Absent: Brannon, Lira.

The **eighth item of business** was Board member comments. Carroll Johnson presented a United States Flag and certificate he received from his son, Bryan Johnson, proudly flown by the men and women of Air Force Special Operations Detachment-Arabian Peninsula Ali Al Salem Air Base, Kuwait, in honor of the Gainesville Municipal Airport. The flag was flown on an AC-130U Spooky Gunship, Tail #89-514 over Baghdad and Fallujah, Iraq on the 19<sup>th</sup> of July, 2004. Ginger Herrmann read the proclamation regarding the certificate associated with the flag. Earl Russell shared a newspaper article from the Dallas Morning News regarding a development at the Santa Fe New Mexico Airport related to an increase of traffic and issues regarding noise. Many items discussed in the article will be addressed in Gainesville Municipal Airport's Master Plan. Other topics mentioned were the development of T-Hangars and Airport funds.

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

The meeting was adjourned at 6:40pm.