



Meeting Minutes

City of Gainesville
Airport Advisory Board Meeting
Airport Conference Room
Monday, December 13, 2004
5:30 PM

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

Members Absent: None

Staff Present: Matt Quick

Visitors Present: Councilman Tony Manning, Dan Ott

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 November 8, 2004. A motion was made to approve the minutes by Carroll Johnson, and a second made by Richard Lira. Ayes: Herrmann, Johnson, Clement, Russell, Brannon, Lira. Nays: None. Absent: None.

The **third item of business** was citizen/tenant comments. Mr. Dan Ott, owner/operator of Flying Colors of Texas, approached the Board regarding future operations of his aircraft refinishing business on the Airport. Mr. Ott's intentions are to lease Hangar #304 for his business. In partnership with Mr. Mark Zello, he was previously granted a temporary occupancy certificate to execute preliminary renovations prior to initial start of business. To date, Mr. Ott's estimated cost for refurbishing the office areas and restrooms is eight thousand dollars (\$8,000). He recognized the Airport management and Airport Board for

their assistance in preparation for business operation, officially beginning when final work regarding fire code compliance is completed.

The **fourth item of business** was discussion and action on participation with TXDOT Aviation in the 2004-2005 Routine Airport Maintenance Program (RAMP). The Airport Director explained the program and match funding by TXDOT. TXDOT Aviation will match funds up to thirty thousand dollars (\$30,000) for a total of sixty thousand dollars (\$60,000) for financial support of various projects. A list comprised of eligible work items included in the program was provided for the Board's review as well as a list of potential projects considered for the Gainesville Municipal Airport through the 2004-2005 program. Projects include AWOS maintenance, Storm Water Pollution Prevention Plan revisions, Spill Prevention Control and Countermeasures Plan revisions, hangar repairs, terminal building repairs, TXDOT Herbicide Program and pavement repairs. Richard Lira made a motion in favor of the City's participation in the 2004-2005 Routine Airport Maintenance Program, with a second made by Ginger Herrmann. Following approval of the potential projects list by TXDOT Aviation, the RAMP grant will be forwarded to City Council for final approval. Ayes: Ginger Herrmann, Nancy Brannon, Richard Lira, Earl Clement, Earl Russell, Carroll Johnson. Nays: None. Absent: None.

The **fifth item of business** was update and discussion on Capital Improvement Project close out, and Airport Master Plan. The Airport Director informed the Board of a final inspection of the Capital Improvement Project, scheduled to take place Tuesday, December 14, 2004. TXDOT Aviation, GRW Willis, Kanza Construction, Hawkeye Consultants and Airport Staff will discuss and observe all work items associated with the project. If no major problems are detected, TXDOT will proceed toward close of the project. In the past month, patch work has been completed on slurry seal and fog seal areas and drainage issues have been addressed. The Airport Director briefed Board members on progress of the Airport Master Plan. Coffman Associates has received the aerial photography and development of the Airport Layout Plan is underway. The third PAC meeting and Public Information meeting is tentatively scheduled for early February 2005.

The **sixth item of business** was Airport Director Reports. Reports were given on November 2004 fuel sales and progress of hangar #304 refurbishing for a paint/refinishing facility. The Airport Manager and Fire Marshall have met with Mr. Ott and an agreement has been reached regarding fire suppression for Hangar #304. It will be Mr. Ott's responsibility to have a fire suppression system, perhaps in the form of a sprinkler system, installed in the area of the hangar utilized for aircraft painting as well as installing a firewall separating the paint facility portion of the hangar and connecting t-hangars. In the coming weeks, a lease will be negotiated between the Airport Director and Mr. Ott. The Airport Director gave an update regarding Mr. Rob Diver, Air Tejas, Inc., and the status of acquiring electric services to the area he currently leases on the northeast side of the Airport. The Airport Director announced the Antique Airplane Association will be holding their annual Christmas Party at the Airport Saturday, December 18, 2004. The Airport Director informed Board members of an upcoming project to be conducted by Weber Aircraft where they will be installing thirty eight (38) air conditioning units on top of their facility by helicopter, scheduled to take place on Tuesday, December 28, 2004.

The **seventh item of business** was Board member comments. Earl Russell addressed the matter of adjusting light intensity on the runway lights by radio control. He feels the

system works well but showed concern with the extreme brightness of the Runway End Identifier Lights (REILs) when operating at full intensity. Mr. Russell also inquired into another fuel pump for the fuel island. The Airport Director stated the REILS will be addressed during the project close out. Earl Clement spoke of his interests in creating access roads on the east side of the Airport, the status of extending Airport Drive to the north and the option of introducing an inflation escalator clause in Mr. Ott's business lease. The subject of access roads and an extension to Airport Drive will be addressed in the Airport Master Plan.

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

The meeting was adjourned at 6:28pm.