



Meeting Minutes

City of Gainesville
Airport Advisory Board Meeting
Airport Terminal Conference Room
Monday, August 9 2004 5:15 PM

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

Members Absent: Ginger Herrmann

Staff Present: Matt Quick

Visitors Present: Councilman Jim King, Councilman Tony Manning

The **first item of business** was calling the meeting to order at 5:15pm by Mike McKenzie

The **second item of business** was discussion and action on meeting minutes from June 21, 2004. A motion was made to approve the minutes by Nancy Brannon, with a second made by Earl Russell. Ayes: Johnson, Clement, Brannon, Russell, Lira. Nays: None. Absent: Herrmann.

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

The **fourth item of business** was an update and discussion on the current Capital Improvement Project. The Airport Director stated the total six thousand (6000') feet of Runway 17-35 opened for operations on Saturday, August 7, 2004. Slurry Seal has been applied to existing runways and taxiways and a Fog Seal application is scheduled for this week. Marking and striping will be done on all runways and taxiways seven to ten days following seal applications. The Project Engineer has also agreed to a Fog Seal application on a small area adjacent to the Airport Terminal Building. The electrical sub-contractor is scheduled to resume work on several items pertaining to projects to be completed starting Monday, August 16. These items include: runway light installation, ramp apron lights, removal of previous windsock adjacent to Runway 17-35, runway signage and installation of

a new electrical vault. The Airport Director stated the project should reach completion by the end of August and is currently coordinating with the Gainesville Chamber of Commerce regarding plans for a grand opening and ribbon cutting in September, following project completion.

The **fifth item of business** was an update and discussion concerning the Airport Master Plan. The Airport Director provided information regarding the "kick-off" meeting held in July, with representatives of Coffman Associates, TXDOT Aviation and the Planning Advisory Committee. The Airport Staff is currently gathering inventory in relation to past fuel sales, jet traffic records, lease information, rules and regulations, planning and zoning documents, based aircraft, tenants and current businesses located on the field, for Coffman Associates. The Airport Director stated Coffman Associates is currently mailing approximately five hundred (500) surveys in order to retrieve feedback concerning the Gainesville Municipal Airport from area aircraft owners/operators. Once the current CIP project has reached completion, aerial photography will be done and Coffman Associates will combine gathered data to outline Airport layout plans. Items of interest include: the development of the area to the North of the Airport including access roads and infrastructure, and aviation and industrial development on the Southeast area of the Airport. The Airport Director asked for input from Board members concerning other items of interest. Earl Russell mentioned the possibility of a precision approach for the main runway; Councilman Jim King mentioned the extension of Airport Drive to the North. The Airport Director stated these items would be considered in the plan. In conclusion, he informed Board members the next PAC meeting is scheduled for mid October.

The **sixth item of business** was discussion of the Airport Budget. Copies of the Airport line item budget were included in Board members packets. All revenue and expense accounts were available for review. Earl Russell noted the absence of the water revenue account. The Airport Director, along with other Board members, stated they had no acknowledgement of a water revenue account ever being included in Airport revenue reports. The Airport Director agreed to do research regarding this line item. The Airport Director added all City Department Heads have been notified there will be no new equipment purchases this year. Funds to purchase a tractor have been included in the fiscal year 2005-2006 budget. The Board suggested an attempt be made to purchase a tractor for the Airport this coming fiscal year. The Airport budget will go before City Council the latter part of August.

The **seventh item of business** was discussion and action on proposed use of 4.42 acres of Airport property located west of the Airport Terminal Building. Mike McKenzie made an opening statement for Board adjournment into executive session at 6:16pm. The Airport Director stated Bill Morrow, of Tomlinson Avionics, has revealed his interest in the facility to the Gainesville Economic Development Corporation, as well as a company related to the potential water park development in Gainesville named Diversified Manufacturing, Inc. Diversified Manufacturing, Inc. would employ approximately fifteen (15) to twenty (20) people and make \$300,000 in improvements to the 4.42 acre lot. Diversified Manufacturing, Inc. manufactures computer controlled routers. Thad Chambers, GEDC Director, noted deed restrictions would be placed on the property stating it would be maintained and kept in neat order. At this point in time, Diversified Manufacturing, Inc. appears to be the first priority for the facility. Mike McKenzie stated the Airport Board convene into open session at 6:25pm. A motion was made by Earl Clement to support the GEDC Board project concept in their

attempt to occupy the 4.42 acres. A second was made by Richard Lira. Ayes: Brannon, Clement, Russell, Johnson, Lira. Nays: None. Absent: Herrmann.

The **eighth item of business** was Airport Director Reports. Reports were given on June and July 2004 fuel sales, NPE funding, maintenance and equipment, Airport Board appointments, and other business. The Airport Director spoke briefly regarding the letter sent to TXDOT Aviation concerning Non-Primary Entitlement funding proposed projects, and approximate cost of twenty five thousand (\$25,000) dollars to purchase a sufficient used tractor for mowing operations. The Board was also made aware that in conjunction with Bell Aerospace the GEDC and the Airport, plans are being made to construct helipads located north of the Bell Aerospace facility. The Airport Director concluded by thanking the Board for their willingness to serve and meet on a monthly basis to discuss Airport matters.

The **ninth item of business** was Board member comments. Mike McKenzie stated his concerns regarding nighttime traffic and would like to see construction cones placed at the dogleg of Taxiway A, pending taxiway edge marker installation, in order to aid pilots taxiing at night. Mr. McKenzie also brought to attention a previous request for a sprinkler system to be installed in the city hangar occupied by Tuttle Aircraft Painting and Maintenance. The Airport Director has yet to hear from the Fire Marshall regarding this matter. Carroll Johnson commented on Bill Herron, of North Texas Dusters & Sprayers, and his concerns regarding Mr. Herron's spraying operation. Mr. Johnson feels this business might possibly be a problem when looking at the overall growth of the Airport, as well as safety issues in regards to air traffic pattern safety and environmental safety. The Airport Director will research fuel records for Mr. Herron and offer details at the next meeting. Mr. Johnson also expressed his views regarding advertising for the Airport. At completion of the CIP project he would like the Airport to include a photograph of the first aircraft to land on the runway extension in future articles. Mr. Johnson concluded with the issue of leasing t-hangars and the question of any stipulations regarding aircraft storage in the hangars.

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

Meeting was adjourned at 6:51 pm.