



Meeting Minutes

City of Gainesville
Airport Advisory Board Meeting
Airport Terminal Conference Room
Monday, November 14, 2005 3:00 PM

Members Present: Richard Lira, Earl Clement, Nancy Brannon, Ginger Herrmann

Members Absent: Mike McKenzie, Carroll Johnson, Earl Russell

Staff Present: Matt Quick, Jim Gray

Visitors Present: John Brown, Kevin Brown, Tony Manning

The **first item of business** was calling the meeting to order at 3:05 p.m., by Nancy Brannon.

The **second item of business** was Discussion and Action on meeting minutes from October 24, 2005. A motion was made to approve the minutes by Ginger Herrmann, with a second made by Richard Lira. Ayes: Lira, Clement, Herrmann. Nays: None. Absent: Johnson, McKenzie, Russell.

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

The **fourth item of business** was Discussion and Action on Ground Lease with John Brown for Construction of Private Hangar at the Gainesville Municipal Airport. Mr. Brown informed those present he wants to construct a seventy foot (70') wide by sixty foot (60') deep private hangar for aircraft storage. It is a pre-engineered and pre-designed building. A small bathroom and small office would be included in the hangar. Mr. Brown currently owns a pressurized, twin engine Piper Navajo that would occupy space in the hangar and he would possibly rent one (1) or two (2) spaces for other aircraft. The Airport Director stated the lease is for a primary thirty (30) year term, at a rate of twelve (12) cents per square foot per year. Following additional developmental costs associated with hangar construction, the rate will change to fourteen (14) cents per square foot per year. Every five (5) years, a rate adjustment will be made according to changes in the Consumer Price Index. Earl Clement questioned

Mr. Brown regarding aircraft maintenance. Mr. Brown stated he is an A&P mechanic and would perform maintenance on his personal aircraft and possibly other aircraft stored in his hangar. He also stated he would not operate a commercial maintenance facility from the hangar. Richard Lira asked about utility services. The Airport Director stated he, Mr. Brown and Jim Gray, have held discussions regarding water and sewer service to the hangar and are currently working with the City Utility Director to decide the best and most cost efficient way of extending these services to the area where the hangar will be built. A motion was made by Earl Clement to approve the ground lease, with a second made by Ginger Herrmann. Ayes: Lira, Clement, Herrmann. Nays: None. Absent: Johnson, McKenzie, Russell. The ground lease will go before City Council at the first meeting in December.

The **fifth item of business** was Update and Discussion on Airport Performance Objectives and Measures. The Airport Director pointed out performance measures included in the agenda and stated this is a new program implemented by the City Manager for all departments this year to monitor and track different types of operations pertaining to each particular department. This fiscal year will serve as a baseline year to gather information on different operations and be used as a comparison in future production. Information such as amount of fuel sold, number of aircraft fueled, number of aircraft operations, fuel prices, etc., will be recorded. The Airport Director stated during the first few months, Airport Staff will determine what information needs to be recorded and deemed important for monitoring, and will omit performance measures that are not needed. A monthly report will be given at each Board meeting. No action was taken on this item.

The **sixth item of business** was Airport Director Reports. Reports were given on October 2005 fuel sales and future airport events, including an aircraft formation clinic to be held at the Airport November 18th-20th, the Antique Aircraft Association's annual Christmas party on December 17th, and the Airport Advisory Board Meeting/Christmas Party in December. He also stated he is working with the City Manager's office in order to form a Joint Airport Zoning Board to update zoning ordinances related to the Airport and surrounding areas. The Board will consist of two (2) members representing the City of Gainesville, two (2) representing the City of Lindsay, and two (2) representing Cooke County. These six members will then elect a seventh member to serve as Chairman of the Board. TxDot Aviation recommends no elected officials serve on the Board. The Airport Director has spoken to Gainesville's Mayor, Glenn Loch, and he requested the Airport Board submit a recommendation for two people to serve on the Board for representation of Gainesville. The Airport Director will contact Board members within the next couple of weeks and report back to the Mayor. Appointments will be made in December. The Airport Director will contact Lindsay and Cooke County for further discussion of two (2) appointments from each entity. The Airport Director added he expects the Joint Airport Zoning Board to begin meeting in January, 2006.

The **seventh item of business** was Board Member Comments. Ginger Herrmann stated her hope for the City to construct hangars at the Airport. The Airport Director stated he and Jim Gray are planning to work with the Gainesville Economic Development Corporation to draft a business plan that would signify hangar development owned and operated by the City. Richard Lira stated he would be interested in seeing movement of obtaining aviation easements on the south side of the Airport as shown on the Master Plan, and Nancy Brannon

added, the December Board meeting should include a discussion on forming a nomination committee for 2006 Board officers.

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

Meeting was adjourned at 3:58 pm.