



# Meeting Minutes

City of Gainesville  
Airport Advisory Board Meeting  
Airport Terminal Conference Room  
Monday, December 12, 2005 3:00 PM

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

**Members Absent:** Earl Russell

**Staff Present:** Matt Quick, Jim Gray

**Visitors Present:** Councilmember Beverly Snuggs, Pete Shauf, Zach Nichols

The **first item of business** was calling the meeting to order at 3:07 p.m., by Nancy Brannon.

The **second item of business** was Discussion and Action on meeting minutes from November 14, 2005. A motion was made to approve the minutes by Richard Lira, with a second made by Ginger Herrmann. Ayes: Johnson, Lira, Clement, Herrmann, McKenzie. Nays: None. Absent: Russell.

A motion was made at this time to discuss Agenda Item Six (6) by Earl Clement. A second was made by Ginger Herrmann. Ayes: McKenzie, Clement, Johnson, Herrmann, Lira. Nays: None. Absent: Russell.

The **sixth item of business** was Discussion and Action on Petroflex NA, Inc. Ground Lease at the Gainesville Municipal Airport. Pete Shauf spoke on behalf of Petroflex explaining the process of rolling cable-in-conduit (CIC) for customers. Mr. Shauf stated they have been operating at the Airport since 2000, created approximately five (5) jobs to perform these operations, and generated approximately \$1.35 million dollars this past year from the work they performed at the Airport and need a minimum of two-thousand five hundred feet (2,500') in order to conduct these operations. The Airport Director explained the development of at least one executive hangar on the south end of the Airport, adjacent to the area Petroflex is

currently using, and stated a large portion of space will need to be dedicated to aviation development and aircraft taxiway access. There is approximately two-thousand feet (2000') of space available east of the hangar development; if utilized by Petroflex they would be placed in the position of having to operate equipment on an active aircraft taxiway in order to gain access to and from the Airport. The Airport Director stated that would not present a good scenario. Following further discussion, it was agreed that an area of east side Airport property, adjacent to FM 1201, be considered for leasing to Petroflex for future operations. A motion for Airport Director and City Staff to work with Petroflex to find a location on the Airport agreeable to both parties and enter into a month to month lease was made by Mike McKenzie. A second was made by Ginger Herrmann. Ayes: McKenzie, Clement, Johnson, Herrmann, Lira. Nays: None. Absent: Russell.

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

The **fourth item of business** was Discussion and Action on Appointing an Airport Board Officer Nominating Committee for 2006 Board Officers. Chairperson Brannon asked Mike McKenzie to act as chairman of the committee and appoint two (2) other Board members to serve with him. A motion was made to form an Airport Board Officer Nominating Committee by Richard Lira. A second was made by Ginger Herrmann. The committee will deliver recommendations for Board Officers at the January 2006 Airport Board meeting and the Board will vote on officers at this time.

The **fifth item of business** was Discussion and Action on Future Hangar Development at the Gainesville Municipal Airport. The Airport Director stated he has been contacted by an individual interested in building t-hangar complexes on the Airport. Discussion has been held in prior meetings regarding the area north of the Terminal Building and the need to set aside this area for future t-hangar development. Members present agreed t-hangars are a high priority item. The Airport Director asked for recommendations from the Board as to whether they would be in favor of this area being set aside for City-owned t-hangar development. Discussion followed regarding time it would take for the City to produce funding for t-hangar construction. The Airport Director, along with Jim Gray explained if a business plan could be drafted and approved by the Gainesville Economic Development Corporation (GEDC), this would be the best scenario for acquiring funds to build hangars. If successful, it is estimated this process could take up to eighteen (18) months. Board members stated they would welcome the development of hangars sooner rather than later and are open to private hangar development in the area north of the Terminal building. If private hangar development should occur, they would like to assure certain specifications are met. The Airport Director stated he will discuss any future proposals he receives on potential hangar development at future meetings. No action was taken on this item.

The **seventh item of business** was Airport Director Reports. Reports were given on November 2005 fuel sales and Airport performance Objectives and measures. Members have been appointed to the Joint Airport Zoning Board; Ginger Herrmann and Richard Lira will represent the City of Gainesville, Mike Cavanaugh and Bill Dulock will represent the City of Lindsay, and Bill Maughn and George Bryant will represent Cooke County. The Airport Director plans to collectively assemble members starting in January, at which time a seventh person will be appointed to serve as chairman, and move forward with updating the height hazard zoning ordinance for the Gainesville Municipal Airport. The Master Plan Executive Summary, prepared by Coffman Associates was discussed briefly; the Airport Director

reported on the Aircraft Formation Clinic hosted by the Airport in November and the upcoming Antique Airplane Association Christmas party to be held at the Airport on Saturday, December 17. He also stated Bob Jutton of GRW Willis, engineering representative on the 2004 Capital Improvement Project, visited the Airport last week to conduct a walk-through of all work items associated with the project. The warranty period expires this month and some repairs will need to be made to pavements.

The **eighth item of business** was Board Member comments. None were given.

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

Meeting was adjourned at 4:07 pm.