



# Meeting Minutes

City of Gainesville  
Airport Advisory Board Meeting  
Airport Terminal Conference Room  
Monday, June 27, 2005 5:15 PM

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

**Members Absent:** Nancy Brannon, Ginger Herrmann

**Staff Present:** Matt Quick

**Visitors Present:** Council Member Jim King, Council Member Elaine McHorse, Paul Milligan

The **first item of business** was calling the meeting to order at 5:15 p.m., by Mike McKenzie.

The **second item of business** was Discussion and Action on meeting minutes from May 9, 2005. A motion was made to approve the minutes by Earl Russell, with a second made by Richard Lira. Ayes: Johnson, Lira, Clement, Russell. Nays: None. Absent: Brannon, Herrmann.

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

The **fourth item of business** was Presentation by Mr. Paul Milligan, Attention to Details, Ltd., regarding mobile aircraft detailing service operation at the Gainesville Municipal Airport. Mr. Milligan stated he and his son own/operate a mobile aircraft detailing service they are starting in the area. They have been in business for some time and have a contract with the United States' Government to detail Air Force One. Currently they do work for Texas Jet at Ft. Worth Meacham Airport, Jet Works at Denton and Decatur. They work on anything from small aircraft to jets, and use environmental-friendly booms to contain all water run-off when washing aircraft. Mr. Milligan added, a lot of their work is done in hangars using a dry-cleaning method. Mr. Milligan stated they carry liability insurance on all

of their work. Mr. Milligan is interested in working with Tomlinson Aircraft Services and Excel Aviation on their customer's aircraft, not doing individual aircraft washing on the Airport. The Airport Director stated, according to the Airport's Storm Water Pollution Prevention Plan, no large-scale water run-off is allowed with the use of detergents and other chemicals. He has requested specification sheets from Mr. Milligan regarding the type of containment material used when wet-washing aircraft. Mr. Milligan and the Airport Director will review the material and work together toward a potential agreement permitting Attention to Details, Ltd. to work on the Gainesville Municipal Airport.

The **fifth item of business** was Discussion and Action on agreement with Weber Aircraft, L.P. and the City of Gainesville, to obtain fire prevention system at the Gainesville Municipal Airport. The Airport Director stated, the City and Weber are in the process of creating an agreement for the City to obtain the fire prevention system located on the south end of the aircraft parking apron. This system consists of a water storage tank, pump house and abandoned storage tank. The abandoned tank has recently been taken apart and removed. The Airport Director added, in the agreement, Weber is conveying the system and land the system is located on, to the City. In return, the City will operate and maintain the system and allow Weber Aircraft access for its own fire protection needs. Last year, the City tied a ten (10) inch water line into the system for improved fire protection to several businesses on the Airport. A motion was made by Earl Russell to approve the agreement, with a second made by Richard Lira. Ayes: Johnson, Clement, Russell, Lira. Nays: None. Absent: Brannon, Herrmann. The agreement will be sent to City Council for final approval.

The **sixth item of business** was Discussion and Action on the Gainesville Municipal Airport Master Plan under development by Coffman Associates Airport Consultants. The Airport Director informed the Board, on Thursday, June 16, 2005, representatives from Coffman Associates and Sandra Gaither, TXDOT Aviation, were at the Airport for a presentation of the final phase of the Master Plan, by Coffman Associates. The presentation consisted of airport layout plans, airport financials including a proposed Capital Improvement Program, and environmental assessment. The Airport Director outlined the draft Capital Improvement Program that has been assembled as part of the Master Plan. He asked if Board members had any comments regarding short term, intermediate and long term proposed projects. Comments were given regarding the extension of Airport Drive to the north connecting to County Road 404, runway strength bearing capacity testing, the likelihood of a future extension runway extension of 17-35, purchase of land to the north of the Airport, aviation easements off both ends of the main runway, and funding eligibility for t-hangar development. Also discussed were future contractual agreements between the Airport and Gainesville Municipal Golf Course, and the Airport and Utilities Department regarding Pump #9 on the southeast corner of Airport property. The Airport Director will collect all comments and contact Coffman Associates Airport Consultants. A motion was made by Earl Russell to approve the overall Master Planning concept, keeping in mind, potential changes to be made, with a second made by Carroll Johnson. Ayes: Johnson, Clement, Lira, Russell. Nays: None. Absent: Brannon, Herrmann. The Airport Director stated, Coffman Associates plans to present the plan to City Council at the July 19, 2005, City Council meeting, seeking approval of the Master Plan.

The **seventh item of business** was Airport Director Reports. Reports were given on May 2005 fuel sales, the 43<sup>rd</sup> Annual Antique Airplane Association Fly-In, and performance objectives and measurements the Airport is working on with the City Manager's office. The

Airport Director also discussed a letter TXDOT Aviation received from Brad and Terri Barrett, dated May 26, 2005. Mr. Bill Gunn with TXDOT Aviation has asked the Airport Director to reply to the letter in writing within the next few weeks regarding the letter.

The **eighth item of business** was Board Member Comments. Earl Clement stated he would welcome an enhanced relationship between the Airport and the Gainesville Economic Development Corporation.

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

Meeting was adjourned at 6:38 pm.