



# Meeting Minutes

**City of Gainesville  
Airport Advisory Board Meeting  
Airport Terminal Conference Room  
Monday, August 15, 2005 3:00 PM**

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

**Members Absent:** None

**Staff Present:** Matt Quick

**Visitors Present:** Council Member Jim King, Frank Graves

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 June 27, 2005. A motion was made to approve the minutes by Richard Lira, with a second made by Mike McKenzie. Ayes: Johnson, Lira, Clement, Russell, Herrmann. Nays: None. Absent: None.

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

The **fourth item of business** was Presentation by Mr. Frank Graves regarding proposed skydiving reunion, to be held at the Gainesville Municipal Airport on October 22-23, 2005. Mr. Graves distributed an information packet regarding the proposed skydiving reunion named "McBoogie". As of now, there are four Cessna 182 aircraft that will be carrying skydivers. Mr. Graves stated, weather permitting, he expects a possible 30-100 skydivers participating, and that this will be the first time this event has been held. Hours of operation for the event will be from 8:00 a.m. to sunset, Saturday and Sunday. They will be jumping from twelve thousand (12,000) feet and below, abiding by Federal Aviation Regulation Part 105. Aircraft will be loaded in front of the Airport's multi-use hangar; jumpers will be using the gravel pit in the midfield area for their target landing location. Portable restrooms and

trash receptacles will be provided and monitored by people scheduled to help with the event. At least thirty (30) days prior, notifications will be posted at the Gainesville Municipal Airport and area airports, regarding jump operations, and appropriate NOTAMS will be published with the Federal Aviation Administration. Mr. Graves added, each member of the United States Parachute Association is provided third party liability insurance.

The **fifth item of business** was Discussion and Action on proposed skydiving reunion to be held at the Gainesville Municipal Airport. A motion was made by Earl Clement to discuss the proposed skydiving reunion, with a second made by Richard Lira. Ayes: Johnson, Clement, Russell, Lira, Herrmann, McKenzie. Nays: None. Absent: None. Earl Russell stated his displeasure with past skydiving operations at the Airport, saying the proposed reunion will interfere with normal aircraft traffic during the event weekend. Mike McKenzie stated he had participated in jump operations at the Airport in the past, and never witnessed problems that interfered with normal aircraft operations. Earl Russell left the meeting at this time. The remaining Board members agreed the Airport would benefit from the fuel sales and publicity that would come from hosting this weekend event. The Airport Director inquired into vendors for the event. Mr. Graves stated there would be a small concession stand on sight for the purchase of food and drinks. The Airport Director added he would touch base with the City Attorney regarding liability issues. Mr. Graves will explore event and/or property coverage that may be included under the United States Parachute Association. A motion was made by Earl Clement to approve the Skydiving Reunion at the Airport to be held the weekend of October 22-23, 2005, with a second made by Richard Lira. Ayes: Clement, Johnson, Herrmann, Lira. Nays: None. Recusing: McKenzie. Absent: Russell.

The **sixth item of business** was Presentation by Mr. John Brown regarding proposed multi-use hangar development at the Gainesville Municipal Airport. The Airport Director stated Mr. Brown contacted him earlier in the day, and informed him he would be unable to attend the meeting. The Airport Director explained Mr. Brown's interest in building an eighty (80) foot by sixty (60) foot multi-use hangar for storage of his twin Piper Navajo aircraft. He would then like to lease two (2) remaining spaces in the hangar for aircraft storage, and build at least one (1) more hangar if the demand was present. Mr. Brown would like to build on the east side of the Airport, just north of the Hoffman and Addison t-hangar complex. According to the Airport's Master Plan, this area displays future multi-use hangar development. The Airport Director stated utilities would need to be extended to that area, and Mr. Brown would be responsible for the construction of a concrete ramp and taxi lane access connecting his hangar to the existing pavement. The Airport Director will gather additional information on the proposed hangar development and report to the Board at a later date.

The **seventh item of business** was Discussion and Action on commercial Aeronautical minimum standards for the Gainesville Municipal Airport. The Airport Director included a revised copy of the minimum standards developed and approved by the Board, in January 1999. Board members provided comments and questions related to insurance and aircraft maintenance, as it relates to t-hangars. The Airport Director will revise certain items and consult with the City Attorney regarding matters related to insurance. More information will be provided at the next meeting. No action was taken.

The **eighth item of business** was Discussion of the Airport Budget. The Airport Director presented budget information regarding the Airport for the present, and upcoming, fiscal

years, and informed the Board the Airport budget is scheduled to go before City Council for approval in September.

The **ninth item of business** was Discussion of the Airport Master Plan. The Airport Director stated representatives of Coffman Associates Airport Consultants, and TXDOT Aviation will present the Master Plan to City Council on August 16, 2005, for final approval and adoption and reiterated, information and projects discussed in the Master Plan are subject to change, depending on future justification as the Airport grows and develops. Potential future projects were discussed and overall the Board feels the Master Plan will serve as a great development tool for the Airport. Mike McKenzie left the meeting at this time.

The **tenth item of business** was Discussion and Action on formulation of future Airport Capital Improvement Programs. The Airport Director stated a detailed Capital Improvement Program has been provided as part of the Master Planning process. In order to start the next Capital Improvement Project, a letter of interest must be sent to TXDOT Aviation, discussing needs, and outlining projects that the Airport would like to achieve. The Airport Director recommends focus be placed on projects that will increase aircraft operations, fuel sales and Airport revenues, within the next few years. Nancy Brannon asked the Airport Director to speak with Sandra Gaither, TXDOT Aviation, and inquire as to what projects would be eligible with respect to different grant funding. The Airport Director will provide new information at the next meeting. No action was taken.

The **eleventh item of business** was withdrawn at the request of the Gainesville Economic Development Corporation.

The **twelfth item of business** was Airport Director reports. Reports were given on June and July, 2005, fuel sales and Airport Board member re-appointments. An update was given on the proposed aircraft detailing service request for permission to operate at the Gainesville Municipal Airport. The specifications of the system to be used have been submitted to the Airport Director and forwarded to the Airport's environmental consulting firm; a reply is pending.

The **thirteenth item of business** was Board Member Comments. Nancy Brannon provided a brief report on the TXDOT Aviation Conference held in March, offering encouragement to anyone able to attend next year's conference. Board members expressed their interest in planning a meeting that would involve the City Manager, Mayor and Airport Board Chairperson, for discussion of matters relating to current and future operations at the Airport.

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

Meeting was adjourned at 4:47 pm.