



Meeting Minutes

**City of Gainesville
Airport Advisory Board Meeting
Airport Terminal Conference Room
Monday, September 19, 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

Visitors Present: None

The **first item of business** was calling the meeting to order at 3:00 p.m., by Nancy Brannon.

The **second item of business** was Discussion and Action on meeting minutes from August 15, 2005. A motion was made to approve the minutes by Ginger Herrmann, with a second made by Richard Lira. Ayes: Johnson, Lira, Clement, Herrmann, McKenzie. Nays: None. Absent: Earl Russell.

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

The **fourth item of business** was Discussion and Action on Participation with TXDOT Aviation in Fiscal Year 2005-2006 Routine Airport Maintenance Program (RAMP). The Airport Director stated, the City/Airport has participated in the RAMP program since inception. TXDOT Aviation will match funds spent by the City/Airport up to thirty thousand dollars (\$30,000), for a total of sixty thousand dollars (\$60,000), for financial support of various projects. A list of eligible work items included in the program and a list of potential projects specific to the Gainesville Municipal Airport were provided for review by the Board. Ginger Herrmann made a motion in favor of the City's participation in the 2005-2006 Routine Airport Maintenance Program, with a second made by Mike McKenzie. Ayes: Johnson,

Clement, McKenzie, Herrmann, Lira. Nays: None. Absent: Russell. The RAMP Grant will be forwarded to City Council for final approval.

The **fifth item of business** was Discussion on Ground Lease with John Brown for Construction of Private Hangar at the Gainesville Municipal Airport. The Airport Director informed Board members of Mr. Brown's interest in building a sixty foot (60') by eighty foot (80') hangar for storage of his aircraft. The location originally being considered was north of the t-hangar complexes on the east side of the airfield. Mr. Brown is requesting full utility service to his hangar. Approximate cost will be seventy-five thousand (\$75,000) to one hundred thousand (\$100,000) dollars to supply utilities to this location. The Airport Director stated, the Airport does not have the funding to take on this project at this time. Due to Mr. Brown's unavailability, the Airport Director had not conveyed this information to Mr. Brown prior to the meeting. According to the Airport Master Plan, there are areas east of the Hoffman Corporate hangar shown as proposed executive hangar development. The Airport Director is currently waiting for additional information from Sandra Gaither, TXDOT Aviation, regarding hangar development in this area. The cost for providing utility service to this area would be much more economical. All members present agreed that prior to establishing utility service on the east side of the airfield, the Airport is severely limited where new development is concerned. Utility service is generally not grant eligible, and all funding would have to come from local entities. The Airport Director will research airfield development as it relates to the east/west taxiway on the south side near the Westair Drive entrance. Lease terms for future ground leases were also discussed. The Board feels that a twenty (20) year lease term is adequate for private hangar development that does not include a commercial aviation activity.

The **sixth item of business** was Discussion and Action on Creation of a Joint Airport Zoning Board for the Gainesville Municipal Airport. The Airport Director pointed out a letter he received from TXDOT Aviation, stating the need for the Airport to create a Board in relation to Airport zoning. With the recent runway extension and development of the Master Plan, now would be a favorable time to discuss zoning as it relates to runway approaches and overlay of the Airport. The Airport Director stated, the purpose of the Joint Airport Zoning Board would be to develop, review and approve the zoning ordinance. In order to meet certain grant assurances for the State and Federal Government, the Airport is required to keep runway approach surfaces clear of any potential hazards and/or penetrations. The Board will consist of seven (7) members; two (2) representing the City of Gainesville, two (2) representing the City of Lindsay, two (2) representing Cooke County and one (1) member elected by the other six who will serve as Chairman. The Board will meet once or twice total to develop the zoning ordinance. The most recent Airport Zoning Ordinance was completed in 1983. The Airport Director will contact Mayor Loch of Gainesville, the Mayor of Lindsay and Cooke County Judge Freeman for further discussion regarding this matter. Each entity will appoint two (2) representatives to serve on the Board. A motion was made by Richard Lira to move forward and create a Joint Airport Zoning Board to discuss and draft an ordinance as it relates to the Gainesville Municipal Airport zoning, with a second made by Ginger Herrmann. Ayes: Johnson, Clement, McKenzie, Herrmann, Lira. Nays: None. Absent: Russell.

More information regarding this process will be presented at the next Board meeting.

The **seventh item of business** was Airport Director Reports. Reports were given on August 2005 fuel sales and the Skydiving Reunion scheduled to take place at the Airport on October 22-23, 2005. The Airport Director also informed members present of surveying performed in order to resolve potential ground penetrations will be taking place this week on the approach end of Runway 17. He is currently working with GRW Willis, Coffman Associates and TXDOT Aviation regarding this issue. The Airport Director concluded with the realignment of City departments taking place. Effective October 1, 2005, the Airport will fall under the division of General Services and the Airport Director will report to Jim Gray, General Services Department Director.

The **eighth item of business** was Board Member Comments. Nancy Brannon stated she is planning to meet with Gainesville Economic Development in October. Several Board members would like to meet with TXDOT Aviation officials regarding development of the east side of the airfield. Mike McKenzie commented on the new accounting measures being implemented by the City and Nancy Brannon extended an invitation to a fundraiser in Paris, TX on October 22, 2005, to be held in a hangar at the Paris Airport.

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

Meeting was adjourned at 4:47 pm.