



Meeting Minutes

**City of Gainesville
Airport Advisory Board Meeting
Airport Terminal Conference Room
Monday, January 9, 2006 4:00 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 Morris

The **first item of business** was calling the meeting to order at 4:05 p.m., by Nancy Brannon.

The **second item of business** was Discussion and Action on meeting minutes from December 12, 2005. A motion was made to approve the minutes by Richard Lira, with a second made by Ginger Herrmann. Ayes: Johnson, Lira, Clement, Russell, Herrmann, McKenzie. Nays: None. Absent: None.

The **third item of business** was citizen/tenant comments. Frank Morris, President of the Gainesville Economic Development Corporation Board, was in attendance to discuss the role of the Gainesville Economic Development Corporation and how it relates to the Gainesville Municipal Airport. Several issues were discussed including job creation, types of jobs, tax base, and aviation tax exemptions. The creation of a business plan to help identify the type of infrastructure needed at the Airport and sources of funding to build it was an item that Airport Board members and Mr. Morris agreed needs to be in place. The Airport Director will research the development of a business plan. Nancy Brannon asked Carroll Johnson to research the tax laws as they relate to certain types of aviation businesses and report back to the Board at the next meeting.

Mr. Johnson needed to leave the meeting early and left at this time.

The **fourth item of business** was Discussion and Action on Election of Board Officers for 2006. Mike McKenzie recommended the Airport Board retain its current Chairperson (Nancy Brannon) and Vice-Chairperson (Ginger Herrmann) for the year 2006. A second was made by Earl Russell. Ayes: McKenzie, Russell, Herrmann, Lira, Clement. Nays: None. Absent: Johnson.

The **fifth item of business** was Discussion and Action on Ground Lease with Petroflex NA, Inc. The Airport Director stated since the December meeting, he has been working with Petroflex and City Staff to find a location for Petroflex to conduct its business operations. It has been determined that an area of property adjacent to FM road 1201, will work for Petroflex and the City is willing to lease them approximately seventy five thousand (75,000) square feet of land. A gravel road approximately two thousand five hundred feet (2,500') long by thirty feet (30') wide will be constructed at the expense of Petroflex. They will also build a small temporary storage facility to keep equipment in. The lease calls for a one (1) year term at an amount of six thousand forty dollars (6,040). There is a clause in the lease stating the City has a right to terminate the lease at any time when continued leasing of the land may have a negative impact on proposed development or improvements at the Airport. A motion was made by Earl Russell to approve the one (1) year ground lease with Petroflex NA, Inc., with a second made by Ginger Herrmann. Ayes: Clement, Johnson, Herrmann, Lira, Russell. Nays: None. Absent: Johnson. The lease will go before City Council on January 17, 2006.

The **sixth item of business** was Discussion and Action on Commercial Lease Agreement with Tomlinson Avionics of Texas, Inc., on Multi-Use Hangar Located at the Gainesville Municipal Airport. The Airport Director stated Tomlinson Avionics has leased the building for the past three (3) years, using it for aircraft maintenance and storage. Bill Morrow, President of Tomlinson Avionics, has expressed interest in renewing the lease for three (3) additional years at a rental rate of one thousand five hundred dollars (\$1,500.00) per month. A motion was made by Richard Lira to approve the commercial lease agreement with Tomlinson Avionics of Texas, Inc., with a second made by Earl Russell. Ayes: McKenzie, Russell, Herrmann, Lira, Clement. Nays: None. Absent: Johnson. The lease will go before City Council on January 17, 2006.

The **seventh item of business** was Update and Discussion on T-Hangar and Ground Lease Rate Comparisons with Area Airports. The Airport Director stated in December he called on several airports in the area to determine their t-hangar and ground lease rates, and Airport Staff compiled the information for Board member packets. The Gainesville Municipal Airport currently leases t-hangar spaces for \$105-\$190 per month, depending on the type of hangar; ground lease rates are for eight (8) – twelve (12) cents per square foot per year, depending on location. Board members stated they would like to review the rates presented and discuss this at a future time. No action was taken.

Chairperson Nancy Brannon left the meeting at this time and asked Vice-Chairperson Ginger Herrmann to preside over the remainder of the meeting.

The **eighth item of business** was Airport Director Reports. Reports were given on December 2005 fuel sales and Airport Performance Objectives and Measures.

The **ninth item of business** was Board Member Comments. Ginger Herrmann stated she has been hearing rumors the Airport is being used as a location for smuggling drugs at night. Earl Russell stated his concern for the fuel farm in the dry weather conditions with wildfires flaring up all over the area and would like to see the grass plowed around the fuel farm and gravel put in place to separate it from the grass.

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

Meeting was adjourned at 5:25 pm.