



# Meeting Minutes

City of Gainesville  
Airport Advisory Board Meeting  
Airport Terminal Conference Room  
Monday, March 20, 2006 4:00 PM

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

**Members Absent:** Richard Lira, Earl Russell

**Staff Present:** Matt Quick

**Visitors Present:** Bill Morrow, James Damron, Al Ebner

The **first item of business** was calling the meeting to order at 4:02 p.m., by Nancy Brannon.

The **second item of business** was Discussion and Action on meeting minutes from February 20, 2006. A motion was made to approve the minutes by Earl Clement, with a second made by Carroll Johnson. Ayes: Johnson, Clement, McKenzie, Herrmann. Nays: None. Absent: Lira, Russell.

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

The **fourth item of business** was Presentation by Bill Morrow Regarding Current Status and Future Plans of Tomlinson Avionics of Texas, Inc. Mr. Morrow expressed his interest in building a ninety foot (90') wide by one hundred feet (100') deep hangar south of his current hangar, to accommodate his company's business operations. There is approximately one hundred feet (100') of space between his current hangar and the hangar belonging to Tom Richards. City building codes require the separation between buildings be at least the distance of the tallest wall of a building. This would limit the size of the hangar Mr. Morrow has in mind to build. Mr. Morrow is requesting assistance for obtaining a variance, or other means, in order to maximize the space between the hangars, so that he may build a hangar to

benefit his operations. Board members asked the Airport Director to coordinate with City Staff regarding this issue and report back to them.

The **fifth item of business** was Discussion and Action on Proposed Lease Extension with Parsons Infrastructure and Technology Group, Inc. Al Ebner was in attendance on behalf of Parsons. Parsons is requesting a one (1) year extension be added to their current lease, consisting of approximately five thousand square feet (5,000'). The area they lease is used for equipment storage and scrap material. The lease extension involves a rental increase from eight cents (\$.08) to twelve cents (\$.12) per square foot per year. A motion was made to grant Parsons Infrastructure and Technology Group, Inc. a one (1) year lease extension by Carroll Johnson with a second made by Mike McKenzie. Ayes: Clement, Johnson, McKenzie, Herrmann. Nays: None. Absent: Russell, Lira. The proposed lease extension will go before City Council for final approval.

The **sixth item of business** was Discussion and Action on Proposed CIP/CEP Program for the Gainesville Municipal Airport. The Airport Director has compiled a list of projects and timeframe for projects to be accomplished. The CIP was based on past records and the Airport Master Plan. A Capital Equipment Program was included as well. A motion was made to accept the CIP/CEP program for the Airport by Ginger Herrmann, with a second made by Carroll Johnson. Ayes: Herrmann, Johnson, Clement, McKenzie. Nays: None. Absent: Russell, Lira.

The **seventh item of business** was Discussion and Action on Ft. Worth Chapter Ninety Nines Painting Airport Compass Rose. The Ft. Worth Ninety Nines are scheduled to repaint the Airport Compass Rose the weekend of March 25-26. The compass rose has been surveyed to magnetic north per Advisory Circular 150/5300-13, Appendix 4. The Airport will be purchasing the paint and the Ninety Nines will be providing the labor. A motion was made to have the Ft. Worth Chapter Ninety Nines repaint the compass rose by Mike McKenzie, with a second made by Ginger Herrmann. Ayes: McKenzie, Johnson, Clement, Herrmann. Nays: None. Absent: Russell, Lira.

The **eighth item of business** was Airport Director Reports. Reports were given on February 2006 fuel sales, February 2006 Performance Measures and Objectives, and February 2006 Airport Financials. The Airport Director stated the Airport had its best fuel sales on record for the month of February. The Airport Director will be attending the TxDOT Aviation Conference and FAA Partnership Conference in March.

The **ninth item of business** was Board Member Comments. Board members commented on marketing techniques and the importance of one on one relationships with potential users and businesses of an airport. There was also discussion on the possibility of a temporary worker to help maintain Airport grounds during the mowing season. In conclusion, a follow up was given regarding rumors of drug trafficking on the Airport.

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

Meeting was adjourned at 5:12 pm.