



Meeting Minutes

**City of Gainesville
Airport Advisory Board Meeting
Airport Terminal Conference Room
Monday, April 9, 2007 10:30 AM**

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

Members Absent: Richard Lira

Staff Present: Leslie Greer

Visitors Present: Tom Lunsford, Leonard Hoffman

The **first item of business** was calling the meeting to order at 10:30 a.m., by Nancy Brannon.

The **second item of business** was Discussion and Action on meeting minutes from March 12, 2007. A motion was made to approve the minutes by Carroll Johnson, with a second made by Ginger Herrmann. Ayes: Clement, McKenzie, Herrmann, Russell, Johnson. Nays: None. Absent: Lira.

The **third item of business** was citizen/tenant comments. Leonard Hoffman was present at the meeting to deliver input regarding hiring a new Airport Manager. Mr. Hoffman feels the Airport needs to consider hiring a promotional person to promote the Airport and stated the daily operational needs of the Airport are being met and should continue as they are. He feels the Airport is running smoothly regarding the day-to-day operation, and finding someone to do both jobs well is going to be difficult. To contract a promotional person would eliminate the process of hiring managers that are not promoting the Airport and are spending their time concentrating on the day-to-day tasks that are already being handled by Airport Staff. Mike McKenzie stated the need to hire someone that will be available to pump fuel. Carroll Johnson stated the need for a multi-tasking person that will work with Economic Development to promote the Airport. Earl Russell added there is a need for marketing the Airport and questioned the possibility of allowing an FBO on the field that would alleviate the

need for a person to pump fuel. Carroll Johnson suggested tracking fuel sales from the time the Airport changed from a private entity to a municipality and stated the loss of control over growth if FBO's are established on the field. Nancy Brannon stated a specific amount of time has been spend discussing the needs of the Airport and would like to study the issue further before making any major changes

The **fourth item of business** was Presentation by Tom Lunsford of Lindmark Outdoor Advertising. Mr. Lunsford explained his company's desire to place two (2) billboard signs on Airport property along U.S. Highway 82. Earl Russell informed the Board Planning and Zoning was currently restructuring zoning. Mr. Lunsford stated revenue would be twenty four hundred dollars (\$2400.00) or twenty percent (20%) with a thirty (30) year lease, and at the end of the thirty (30) years, removal of the signs if there was no interest of renewing the lease. Carroll Johnson suggested waiting until Planning and Zoning finished restructuring zoning and gathering additional information regarding that zoning.

The **fifth item of business** was Discussion and Action on Revising Airport Rules and Regulations. Mike McKenzie inquired as to the reason for the need to stop vehicle traffic on the ramp and crossing the runway, and what infraction had occurred to make this decision. Ms. Greer stated there had been no infraction but that a mishap was what we were trying to avoid. There was much discussion regarding the issue including the suggestion Airport tenants carry handheld radios to announce their crossing the runway and testing the tenants and issuing permits to drive on the ramp apron and cross the active runways. Carroll Johnson noted the changes on the Airport that have occurred over the years and noted the disapproval from the FAA regarding vehicle traffic crossing active runways and the City's obligation to release some sort of responsibility in the event that an accident should occur. Nancy Brannon asked Mike McKenzie to study the issue from a Board's perspective and asked Leonard Hoffman if he would be willing to assist in re-wording the regulations; she asked Ms. Greer to check with the City regarding indexing of the regulations.

The **sixth item of business** was Airport Director Reports. Reports were included in the Board packets regarding March 2007 fuel sales. Nancy Brannon asked Ms. Greer to give an update on NPE fund usage. The Airport is considering the installation of security cameras on the Airport and in the Terminal building, constructing a detention pond on the south end of the Airport and a taxiway access for new T-hangars north of the Terminal building. We are currently working with TXDot toward using NPE funds for these projects. The drainage project is estimated to be approximately eighty thousand dollars (\$80,000), the taxiway is estimated at ninety six thousand dollars (\$96,000) and the security cameras at approximately twenty thousand dollars (\$20,000). Nancy Brannon asked Ms. Greer to have the companies interested in installing the security cameras attend the next meeting with their proposals and requested additional information regarding the placement of a camera on the east side of the Terminal building that would monitor the fuel island and ramp area. Ms. Greer also reported on the manager and seasonal help positions and a request from TXDot regarding wording in our standard ground leases; Sandra Braden asked that we change the language in the terms of our leases to reflect that all improvements will revert back to the City.

The **seventh item of business** was Board Member Comments. Ginger Herrmann asked where things stood with the two businesses previously discussed in last month's meeting. Nancy Brannon informed the Board the GEDC had approved the proposal made by Impact

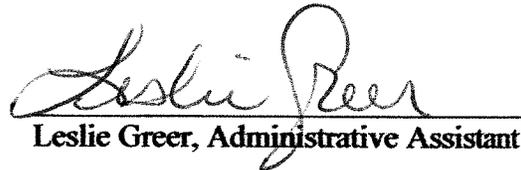
Energy Services to purchase twenty acres of Airport property for their business. Carroll Johnson stated he had spoken with Joe Jamieson of American Automation Technologies, Inc., and Mr. Jamieson informed him that the GEDC is asking for an extensive investigation into his financial information and if he is not willing to do that they will require him to pay out of pocket for an appraisal on the building. Mr. Jamieson wishes to buy the building and land but the GEDC is not willing to sell the land. Nancy Brannon asked Board members to visit with Frank Morris regarding this issue and acquire a set of rules governing the GEDC. She also mentioned the interview held with Mike Land and one of the manager candidates; they are still conducting interviews and if she and Mike Land agree on someone she will notify the other Board members and ask for their input.

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

Meeting was adjourned at 12:25 p.m.



Nancy Brannon, Chairperson



Leslie Greer, Administrative Assistant

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A handwritten signature in cursive script that reads "Nancy Brannon". The signature is written in dark ink and is positioned below the text of the meeting's adjournment.