

AIRPORT ADVISORY BOARD MINUTES



The meeting minutes herein are a summarization of meeting procedures, not a verbatim transcription.

Due to COVID-19 recommendations from the CDC and Texas Governor Greg Abbot's Executive Order, this Regular Meeting of the Airport Advisory Board was conducted virtually via teleconference and/or videoconference. The meeting was audible to members of the public and allowed for two-way communication for those desiring to participate in the meeting.

A regular meeting of the AIRPORT ADVISORY BOARD was held on July 21, 2020, beginning at 5:30 p.m. via videoconference and/or teleconference.

Members Present (via videoconference): Jon Hodde (Chairman), Bryan Butler, Lynwood Kindt, Brent Nedbalek, Edwin Owens, and Mark Whitehead

Members Absent: Michele Bright, Janet Hess (excused) and Eddie Van Dyke

Others Present (via videoconference and/or teleconference): Donald Reese, Stephanie Doland, Kim Hodde and a guest only identified as T-Bone.

Media Present: Alyssa Faykus (Brenham Banner Press)

1. Call to Order:

Chairman Jon Hodde called the meeting to order at 5:34 p.m.

2. Citizen/Visitor Comments:

There were no citizen/visitor comments.

3. Reports and Announcements

There were no reports or announcements.

CONSENT AGENDA

4. Review/Approval of Minutes from May 19, 2020 Meeting

A motion was made by Bryan Butler and seconded by Lynwood Kindt to approve the minutes from the May 19, 2020 meeting, as presented. The motion carried unanimously.

REGULAR AGENDA

5. Discussion and update on the Runway Bump/Hump Project.

The runway was closed from June 23rd through June 30th for installation of the partially closed runway markings. Donald Reese stated that weekly project status meetings are held on Mondays. On July 20th, the contractor reported that the project is actually a few days ahead of schedule at this point. When removing the portion of the runway, the contractor found a very wet section of material; however, it has been dried out and the contractor has started to put in select fill to build up the portion of the runway that has been removed. The City is furnishing millings to provide a “paved” access road to make sure that the trucks and equipment can reach the jobsite and keep the project on track, even if rain occurs. The road should be completed in a couple days. Assuming good weather days, the project is anticipated to be completed with the full runway length re-opening end of August 2020. The runway is proposed to be closed from August 17-21 to re-stripe the runway prior to re-opening the full length.

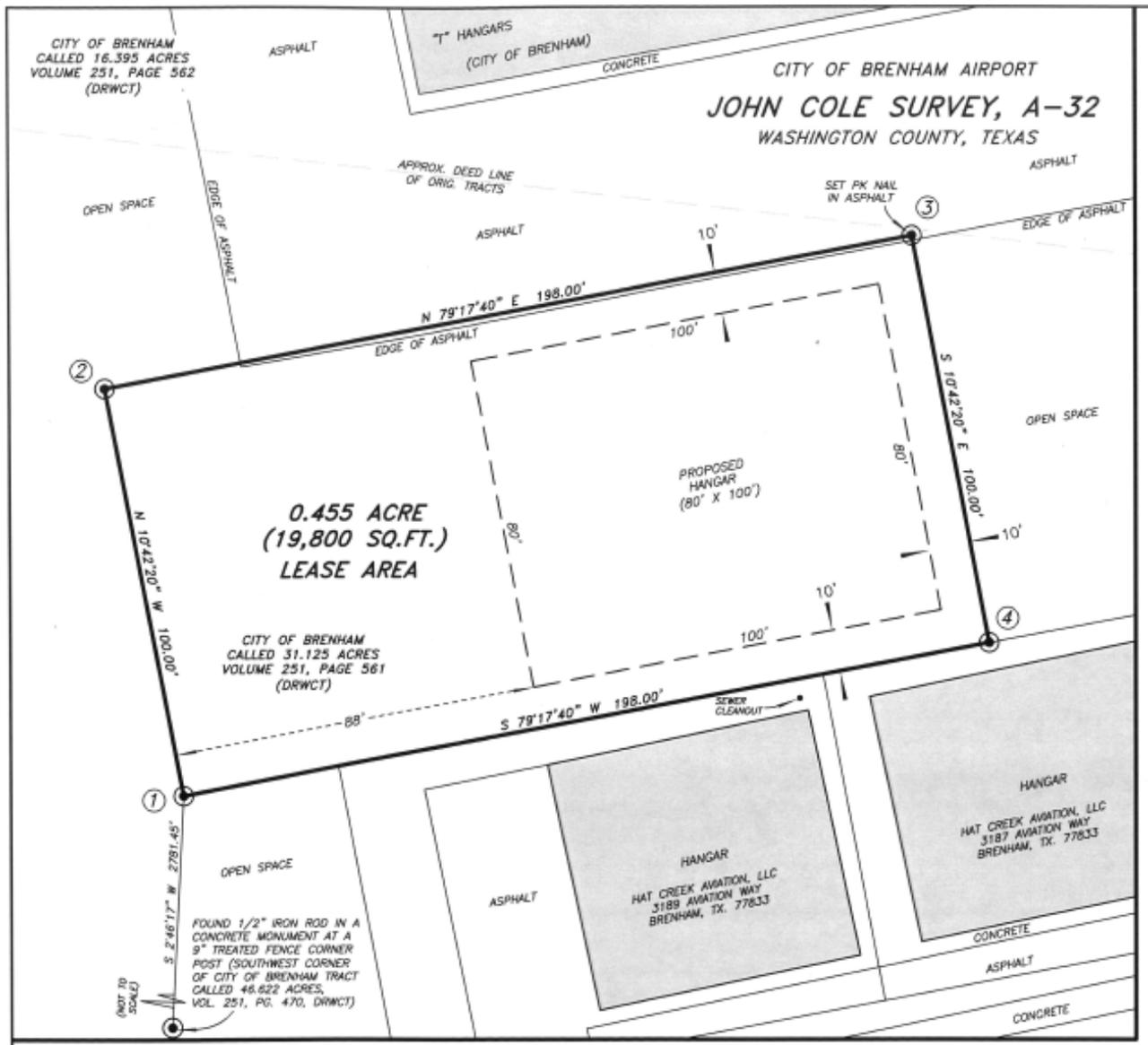
Brent Nedbalek asked if the contractor had run into any issues that are concerning? Donald Reese replied that he is not aware of any. He further stated that a density test was performed at 5 pm on Monday and the results are pending.

6. Discussion and update on the Aviation Minimum Standards for the Brenham Municipal Airport.

On June 18, 2020, the Brenham City Council considered the latest draft of the Aviation Minimum Standards which have been reviewed and edited by City Staff and the Board over the last year. The item was tabled to give Councilmembers additional time to review the Minimum Standards as drafted. During the July 2, 2020 Council meeting, Councilmembers directed questions to Staff and requested minor formatting changes. City Council adopted the Aviation Minimum Standards during their meeting on July 2, 2020. These revised Minimum Standards clearly define the various users of the Airport and their roles, reiterate that Airport property should primarily be used for aeronautical activities and that no person may establish permanent living quarters on Airport property. A copy of these Minimum Standards will be emailed to all Airport users and are available on the City’s website.

7. Discussion, review and possible action on a request for construction of a hangar at the Brenham Municipal Airport (Brent Nedbalek / Aviators Plus).

Brent Nedbalek recused himself from discussion and action on this item. Kim Hodde stated that City Staff have been working with Brent Nedbalek / Aviators Plus, LLC regarding a possible location for construction of an 80-foot x 100-foot hangar at the Airport. The proposed location is north of the two hangars owned by John Richardson and south of the first set City-owned T-hangars (see diagram below). The hangar is proposed to be oriented toward the west, so Brent’s proposed lease area includes additional area on the west side of the hangar. Mr. Nedbalek’s intention is to add paving to line up with the existing asphalt. The additional area will be used for maneuvering planes in and out of the hangar. If this location is approved, the Brent can proceed with submittal of the Form 7460-1 for FAA clearance, preparation of the building plans, drainage plans and a ground space lease agreement can be considered.



Bryan Butler stated that he thought it was a good utilization of the space. Bryan asked and Jon Hodde clarified that there would be approximately 65-feet between the edge of the existing T-hangar building and the edge of this proposed hangar so if someone wanted to construct a box hangar east of this proposed hangar, a wingspan of approximately 40-45-feet could easily be accommodated.

A motion was made by Bryan Butler and seconded by Ed Owens to recommend approval of this location. The motion carried unanimously.

8. Discussion on any current issues regarding Airport operations and future Airport needs including, but not limited to, possible improvements or other development at the Brenham Municipal Airport (no action may be taken).

There were no other issues discussed.

9. Adjourn

With no further business to discuss, a motion was made by Bryan Butler and seconded by Mark Whitehead to adjourn the meeting at 5:50 p.m.

Jon E. Hodde
Airport Advisory Board

Jon Hodde
Chairman

September 29, 2020
Meeting Date

Kim Hodde
Attest

Kim Hodde
Staff Secretary

September 29, 2020
Meeting Date