



**NOTICE OF A REGULAR MEETING
AIRPORT ADVISORY BOARD
TUESDAY, SEPTEMBER 29, 2020 AT 5:30 P.M.
BRENHAM MUNICIPAL AIRPORT
3001 AVIATION WAY
BRENHAM, TEXAS**

- 1. Call Meeting to Order**
- 2. Citizen/Visitor Comments**
- 3. Reports and Announcements**

CONSENT AGENDA

4. Statutory Consent Agenda

The Statutory Consent Agenda includes non-controversial and routine items that the Commission may act on with one single vote. A Commissioner may pull any item from the Consent Agenda in order that the Commission discuss and act upon it individually as part of the Regular Agenda.

4-a Minutes from the July 21, 2020 Airport Advisory Board Meeting

REGULAR AGENDA

- 5. Discussion and update on the following:**
 - a. Runway Bump/Hump Project**
 - b. Airport Lighting Project**
 - c. FBO/Airport Operations**
 - d. Board Reappointments**
 - e. Hangar Development**
- 6. 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)**
- 7. Adjourn**

CERTIFICATION

I certify that a copy of the September 29, 2020 agenda of items to be considered by the Airport Advisory Board was posted to the City Hall bulletin board at 200 W. Vulcan, Brenham, Texas on September 25, 2020 at 12:45 pm.

Kim Hodde

Kim Hodde
Planning Technician / Airport Coordinator

Disability Access Statement: This meeting is wheelchair accessible. The accessible entrance is located at the Vulcan Street entrance to the City Administration Building. Accessible parking spaces are located adjoining the entrance. Auxiliary aids and services are available upon request (interpreters for the deaf must be requested twenty-four (24) hours before the meeting) by calling (979) 337-7567 for assistance.

I certify that the attached notice and agenda of items to be considered by the City Council was removed by me from the City Hall bulletin board on the ____ day of _____, 2020 at _____ am/pm.

Signature

Title

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.

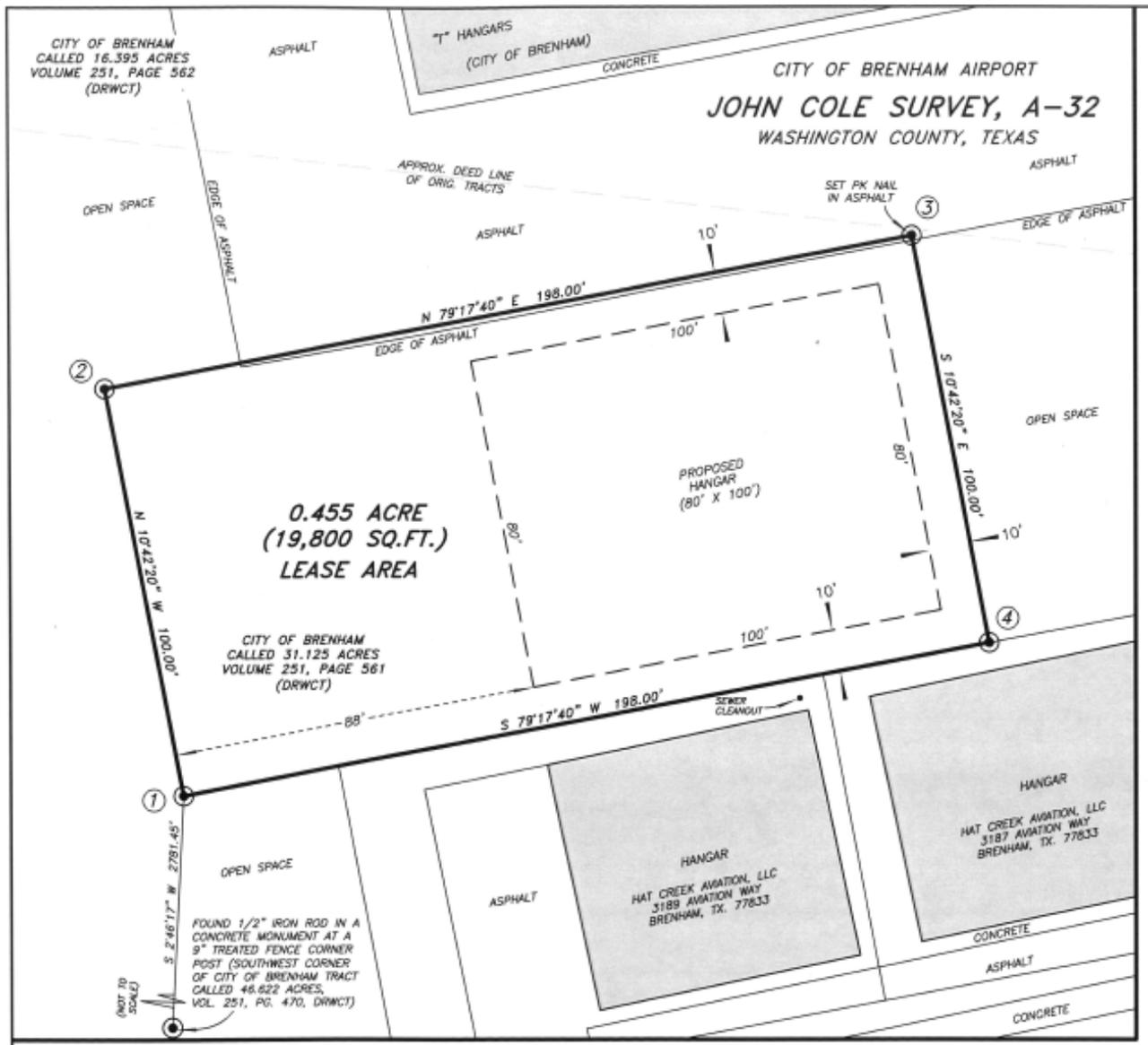
Brent Nedbalek asked if the contractor had run into any issues that are concerning? Donald Reese replied that he is not aware of any. He further stated that a density test was performed at 5 pm on Monday and the results are pending.

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.

Airport Advisory Board

Jon Hodde
Chairman

September 29, 2020
Meeting Date

Attest

Kim Hodde
Staff Secretary

September 29, 2020
Meeting Date



To: Airport Advisory Board Members
From: Stephanie Doland / Donald Reese, ACM
Re: Runway Bump/Hump Project Update
Date: September 29, 2020

The runway repair project began on June 22, 2020 and multiple entities make up the project team. The project is largely funded by TXDOT Aviation, the construction improvements are designed by Strand Associates, the project is reviewed by an RPR (property inspection data processing service) and completed by Texcon General Contractors.

A weekly project status meeting is held with Texcon, TxDOT, Strand Associates and City staff to discuss the project status and troubleshoot solutions to any identified questions or problems. The initial project duration was 60 days and initially the project was on schedule and at one time, ahead of schedule.

On August 7, 2020, the last of the select fill lifts had been placed by the contractor and a proof-roll test was conducted. In order to ensure that the bump does not re-appear two criteria are in place to verify the quality and placement of the material used beneath the subgrade and paving. Firstly, the contractor is required to follow TXDOT specifications for material densities. Material densities standards are put into place to verify that the soil is the correct moisture and density for compaction and stabilization. All lifts installed have met TXDOT standard specifications for density. The second test, proof roll, occurs after all lifts have been installed and includes heavy equipment running over the top of the lifts to ensure no slippage or deflection. During the initial proof roll tests, a majority of the project passed and proved to be ready to move on to complete the project. However, an area approximately 30'x300' located on the southwestern side of the repair failed proof roll. The project team met and concluded that additional drying time would likely allow the material to properly pass proof roll. However, after two additional weeks and multiple proof roll tests the aforementioned area still was not passing proof roll. The project team met and determined it necessary to dig two sample areas and have the material re-tested to determine the exact location of the problem and identify a solution. Geotechnical reports identified that one of two options exist: firstly, cement or lime stabilization could be installed or secondly, the contractor could scarify the material (remove top lifts, allowing for quicker drying time, and replace material).

The project team met with TXDOT on numerous occasions to identify the correct solution to the identified problem. Unfortunately identifying the proposed solution and obtaining appropriate approvals have resulted in additional delays totaling around three weeks time. Fortunately, on Wednesday, September 16th, 2020 TXDOT provided verbal approval of the proposed change order to Item 5 a.

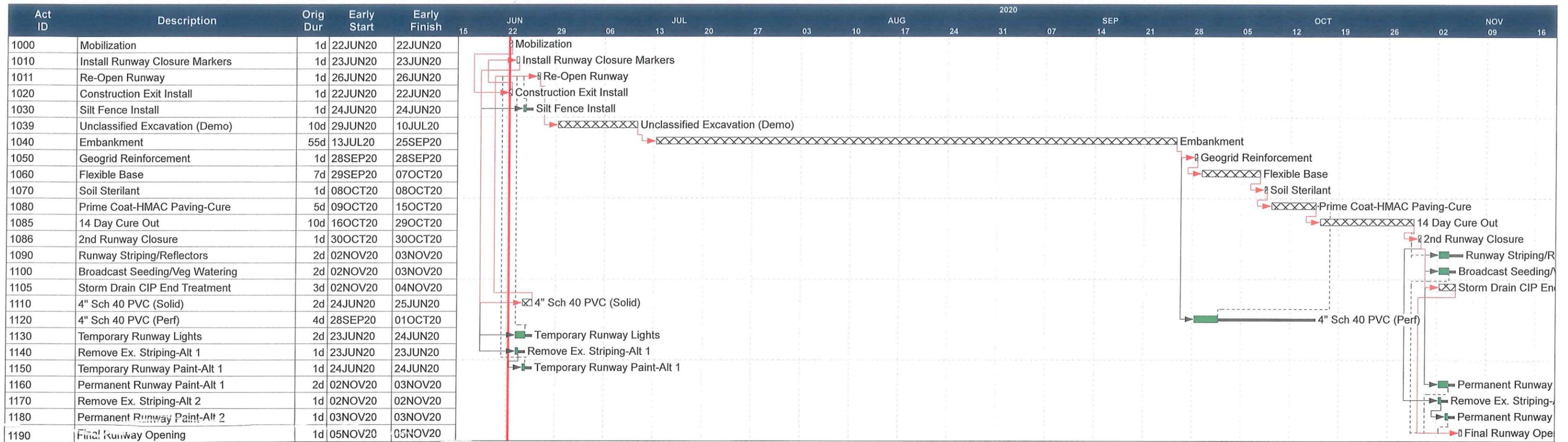
scarify the material not passing proof roll and awarded additional days to the project to complete this task. Texcon provided an updated schedule (see attached for reference) and intended to be on site Monday, September 21, 2020 to begin the scarify process. Tropical Storm Beta resulted in heavy rain beginning on Sunday, September 20, 2020 and the contractor has been unable to perform any work due to the unsatisfactory weather conditions.

At this time, City Staff is adamantly working with the entire project team to push the completion of the runway repair project as quickly as possible. Texcon has agreed to work 10-hour days when conditions improve and has also agreed to periodic Saturday workdays in an effort to complete the project as timely as possible.

Currently, the project schedule shows a completion date of November 5, 2020. However, staff anticipates that a new schedule will be produced when site conditions improve and the contractor is able to return to work.

Staff understands that the runway repair project has caused significant inconvenience and hardship to airport operators during an already low performing year. Please note, due to the number of parties involved to fund and complete this project, obtaining approval to correct the identified issues has resulted in significant delays. However, each member of the project team is most concerned with correcting the issue permanently and is operating with the priority that project is completed correctly.

Any questions about the Runway Bump/Hump Project can be directed to sdoland@cityofbrenham.org or (979) 337-7269.



Start date 22JUN20
 Finish date 05NOV20
 Data date 22JUN20
 Run date 17SEP20
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**TEXCON GENERAL CONTRACTORS
 1917BRENM - BUMP RECONSTRUCTION**

- Early bar
- Total float bar
- Progress bar
- Critical bar
- Summary bar
- Start milestone point
- Finish milestone point