

Bob Bartlett, Boardmember
Eddie Lowery, Councilmember
John Williams, Member
Leo McAllister, Member

Roger Krumrey, Member
Gregory Motl, Member
John Newell, Member
Clay Dean, Fixed Base Operator-FBO

1. Roll Call – absent were Eddie Lowery and Roger Krumrey
2. Invocation – Bob Bartlett and Pledge – Lead by Bob Bartlett
3. Public Comments -Fred Terrell 1. introduced Mr. Walker who does security work at Memorial Herman. Recently moved to Cleveland and looking for a home. 2. Spoke of the importance of having an Observation Area for people to watch the planes come and go. It was something he and his wife enjoyed for many years on Sunday afternoons. 3. Signs at the airport are too small to view.
Any person with City related business may speak to the Airport Board. In compliance with the Texas Open Meetings Act, the Airport Board may not discuss, or vote on any matter raised in public comments unless it is specifically on the agenda. To speak during a council meeting, you must be recognized by the Presiding Officer. **PUBLIC COMMENTS WILL BE LIMITED TO THREE MINUTES PER PERSON.**
4. Reports and comments by Airport Advisory Committee member John Williams

Update on Airport:

- a. Follow up on Airport Inspection projects – Roger Brookes has been assisting on getting inspections in order. On the runway they are working on packing the area and getting it up to standards. The drainage ditches are being worked on. Clay Dean said they did a very good job on getting this all cleaned up. Robert Reynolds spoke of updates on the Observation area and per TxDot, a covered driveway has to be 425 ft. Robert marked it in the center if that's the area they will go with. He talked to Crown Pine that owns the property on the northwest corner and is working on getting a letter to see if they will allow the Airport to use there cover driveway as a shared cover. If they do then we can extend that cover and TxDot will be ok with this. He did say he can't deliberate but there is something going on with that property right now so Crown Pine may not be able to give Robert the letter. He does have a few bids on the tree lines and waiting on a few more.
Greg Motl said that there is not a current obstacle survey done at the airport and logged in with AirNav data base. This survey needs to get completed. He thanked Roger Brookes for all the hard work they have done.
- b. Follow up on Master Plan – Scott Swigert spoke on this the money is in the budget, but it does require a process. It could be 6 months to 3 years.
- c. AWOS follow up on project – payment – Clay Dean and Roger Brookes did say that the inspection was complete and invoice can be paid.
- d. Airport Budget – Scott Swigert spoke on eighty-five thousand dollars that were in the budget. The following maintenance items were also in the budget, tree clearing and adding dirt on runway. There is also a grant for fifty thousand dollars that they haven't been taking advantage of, so they have increased the line item to get that reimbursement.

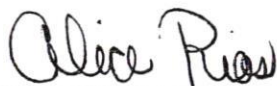
5. Approve minutes from August 7th, 2023 Airport meeting – John Williams made the motion to approve, second by Bob Bartlett. Motion passed 5-0

Discussion and Possible Action on (following)

6. Discussion on Observation area – the proposal is to bring the fence that is currently on the southside of 787 and wrap it back around fifty to hundred feet so the people in the observation area can't come out onto the airport. Public works will look into getting a port-a-potty for the Observation area. Clay Dean said it's better to wait 2 or 3 months table it and come back later and see what happens at a later date. All agreed to table this item.
7. Discussion on Airport Manager RFP update – Scott Swigert spoke on the current contract with aviation services expires at the end December 2023. Templates have been received from TxDot and FAA on what an RFP for an airport should look like. A Proposal is currently being worked on to make it custom for our airport. It has been submitted to both TxDot and FAA and also our City Attorney for review. Once we receive this back, we will start the request process. The request process does take time, it has to be advertised in the newspaper. Proposals do need to be sent out and then processed. A public bid will be held, we'll have to establish a committee to review proposals and possible interview those that make the Proposals and recommendations made to the City Council. Then Council will then adopt it. Would like to have this completed in early November to allow time for this transition. Hopefully Clay Dean will be submitting his Proposal and if he's wanting to continue it makes it an easy transition. John Williams asked how long before the Bid goes out. Scott did say once we hear back from FAA and TxDot that they are good with all the changes. Then we can send it to our Attorney for review, and also have it post in the Vindicator. We would like to get it out for bid by the end of the month.
8. Discussion on New hangars – John Williams we want to get new hangars it's going to be a little under two million to do 30 hangars. It will be 3 sets of 10 they will be three feet shorter than the last ones. It will have to go out for bid and go through the bid process. Clay asked can we build hangars that fit 421's? Larger hangars are needed. Scott did say we need to have a Master Plan before we start building. Gregory Motl did say that a Master plan is an expression of the Vision of the City. Discussion did include building a huge gang hanger, we also need more parking. Clay Dean did say does the City have the vision to bring in larger airplanes. There is also a difference of elevation that was discussed along with other maintenance facilities. Direction of funds was also mentioned. Clay Dean did say eventually down the road the Airport will be its own entity and will continue to grow and grow. Robert Reynolds brought in bring blueprints to discuss with the board members.



Bob Bartlett, President



Alice Rios, City Secretary