



Airport Advisory Board Meeting Minutes September 1, 2009

Board Members Present:

Robbie Campbell
David Jones
Kelly Walker
Jim Brettell

Doug Shryock
Dwight Parsley
Stephenie Roberts

Board Members Absent:

None

Others Attending:

Davis Dickson, Airport Manager, COT
Linda Watson, Airport Secretary, COT
Randa Conner, Jet Center of Tyler
Joe Jones, Chamber Aviation Comm.
Paul Findley, COT Fire Marshal

Steve Kean, Deputy COT Attorney
Randy Johnson, Johnson Aviation
Michael Wilson, COT Development Svcs.
Neal Franklin, COT Fire Chief

R. Campbell, Chairman, called the meeting to order at 12:00 p.m. Quorum was established with six Board members present. Guests introduced themselves.

A. Consider approval of Minutes of meeting held on August 4, 2009

R. Campbell entertained a motion to approve minutes as written. Motion made by **D. Jones**; seconded by **D. Shryock**; minutes were unanimously approved as written. **D. Parsley** joined the meeting at 12:02 p.m.

B. AABC 09-09-01: R. Campbell read the Communication as follows: *Request that the Airport Advisory Board consider recommending that the City Council authorize the City Manager to issue Final Acceptance for and execute the Reconciliation Change Order reducing the total contract amount by \$62,763.54 for the 2008 Runway Visibility Zone (RVZ) Clearing Project at Tyler Pounds Regional Airport.* **D. Dickson** explained that the RVZ Clearing Project original contract amount was \$1,056,594 which was 95% paid for by FAA Grant 23. He stated that the project is ready to be accepted now that the level of vegetation has been met and that there are no erosion problems to neighboring properties. He stated that the grass seeding will be monitored through next spring. After reconciling expenses, the actual project cost came in under budget by \$62,763.54. This request will accept the project as complete and will release final payment of \$49,691.52 to the contractor. **J. Brettell** asked what will happen to the money saved; **D. Dickson** replied that it goes back to FAA. He also stated that this RVZ clearing could open up a hangar development area in the future or be the future site of a new control tower. **D. Jones** asked about the timber that was cut; **D. Dickson** replied that the marketable trees were removed and sold before the project started. **R. Campbell** re-read the Communication; **J. Brettell** moved to make the recommendation; **K. Walker** seconded; motion passed unanimously.

C. Update Board on City of Tyler Building Codes: D. Dickson introduced **Michael Wilson**, COT Development Services Director, **Neal Franklin**, COT Fire Chief, and **Paul Findley**, COT Interim Fire Marshal, and thanked them for coming. **M. Wilson** stated that the City of Tyler is operating under the International Building Code (including the International Fire Code) that was adopted in 2006. The City Construction Board of Adjustments and Appeals reviews the Code and recommends to the City Council to adopt the Code, with local amendments, on a 3-year cycle. The 2009 code will be reviewed later this year. The Code

governs properties in the City limits as well as properties outside the City limits that are owned by the City, including the Airport. The City is operating under the 2008 National Electrical Code. **R. Campbell** stated that the question has been why the fire sprinkler system requirements are the same for an occupied building as a hangar which is unoccupied. **N. Franklin** and **P. Findley** stated that the goal of a fire sprinkler system is to subdue or hold back a small fire before it becomes a large fuel fire that cannot be extinguished. **R. Conner** stated that the rules are not consistent and that new builders do not have a good feeling due to past experiences with the building code requirements; **N. Franklin** replied that some rules may have been missed in the past but that they are trying to do a better job. He also stated that these requirements do provide safety and that building in the Tyler area has not slowed down due to the requirements.

Randy Johnson with Johnson Aviation stated that several years ago he wanted to build a 12-space hangar but was told that he would have to have male and female restrooms, sprinkler system, drains, fire blocking, tying into city sewer system, and that no variance was allowed even though his builder did file an appeal. **M. Wilson** stated that he did not know the particulars of this case, but that Johnson should contact the Construction Board of Adjustments and Appeals whose purpose it is to hear those cases. **S. Kean** stated that City building codes were not enforced at the Airport until 2006 when the matter was brought to the Airport Advisory Board who recommended that the City apply the International Building Code (IBC) and the International Fire Code (IFC) to Airport construction projects. He stated the IBC provides that one can seek a variance due to a hardship from the Appeals Board or one can request an interpretation of the Code from City staff. He stated that now is a good time since the new code is being reviewed. He stated that an applicant states the reason for the variance and the City Council can amend the City Code of Ordinances but cannot grant a variance. Variances are made by a technical group, not an appeal to the City Council. Boards like the Airport Advisory Board can recommend that City Council amend the City Ordinance. He stated that State law mandates the Building Code but not the Fire Code; however, the Fire Code was important to the Airport back in 2006 when it was voted to apply to the Airport. **K. Walker** asked if the Airport can be exempted from the IBC and NEC; **S. Kean** replied that the City Council could consider a variance from the IBC. **J. Brettell** noted that insurance companies could vary rates based on whether the Airport is under the IFC. **S. Roberts** stated that each aircraft owner can decide whether to hangar their plane at an airport with or without a fire code. She also stated that FBOs have greater costs to operate and it is harder for them to compete with other airports, and that the City does not see General Aviation as an entity that provides a lot to the City. **D. Shryock** stated that the Code attempts to see the difference between different types of buildings and their uses. **N. Franklin** stated that, regardless of whether a hangar is always occupied, there will still be people in and out of a hangar, that the codes are for safety of people, property and firefighters, but that he is willing to consider amendments to the Code. **D. Dickson** stated that the Construction Board of Adjustments & Appeals has public meetings. **M. Wilson** stated he will let **D. Dickson** know when the Code review process begins so that he can inform those in attendance and those persons can bring their specific concerns with specific parts of the Code to the Board of Adjustments. **S. Kean** mentioned that the meeting would have to be posted if a quorum could exist and that the Airport Advisory Board might consider having a joint meeting with the Board of Adjustments.

D. Airport Manager's Report:

D. Dickson reported the following:

1. He explained that the reason that **R. Campbell** and **J. Brettell** are here even though their terms expired August 31st is because the City has not received enough applications for the vacant Board positions. He encouraged everyone to inform anyone who might be interested in the positions to apply right away.
2. He stated that he gave the engineering firm information on other car service facilities in the Tyler area and that the engineers are reevaluating the probable cost of the project.
3. He met with the contractors on the Runway 17/35 Overlay Project today and reminded them that the portion of Runway 13 that is temporarily displaced needs to be operational before this winter. **J. Brettell** asked if the new E-Krete product would have been a good product for this project; **D. Dickson** stated that the new product is more of a seal-coat product and would not have worked in this instance.
4. He stated that the Perimeter Road contractor is ready to finish the Change Order items.
5. He stated that American Eagle will be bringing ATRs to Tyler beginning October 1st. There will still be 4 flights per day, 2 RJs and 2 ATRs. The larger ATR requires that the Airport go to a full security program with TSA which will include badging of anyone who enters the Air Operations Area (AOA). **R. Conner** stated that we've been very lucky to not have badging on the General Aviation side of the Airport before now. **S. Roberts** asked if there was going to be any flexibility in this requirement; **D. Dickson** stated that the Airport must do what TSA tells us to do, but he will ask TSA if we can be exempted. **J. Brettell** stated that if we get more passengers with these larger aircraft, then we will need more TSA personnel. **K. Walker** stated that there will be administrative costs to implement badging; **K. Walker** and **J. Brettell** stated that the Airport shouldn't have to do more because of American Eagle. **D. Dickson** stated that the ATRs are coming and we have to comply with TSA regulations. **D. Jones** asked if there could be a situation similar to the Continental flight being stuck on the tarmac for hours; **D. Dickson** replied that he did not think so. **J. Jones** asked if the jet bridges can be hooked up to an ATR; **D. Dickson** replied that the bridges are adjustable.
6. **S. Roberts** stated that at last month meeting, a lot of time was spent discussing the fuel flowage fee and the Board recommended no action on raising the fee, yet she saw in the newspaper a week later that the City Manager had the higher fuel fee in the proposed budget for the Airport. **D. Dickson** stated that the Airport staff recommendation and the Airport Advisory Board recommendation were given to the City Manager and that he couldn't say why it was in the paper. He stated that other departments have submitted rate changes to the Council and that all of the changes were rolled into one communication for the September 23rd Council meeting. He stated the Council can agree with recommendation or they can pick pieces of it out and approve or not approve them.

E. R. Campbell entertained a motion to adjourn; motion made by **D. Jones**; seconded by **J. Brettell**; motion passed unanimously. Meeting adjourned at 1:25 p.m.

Respectfully submitted,

Linda Watson

Administrative Secretary

Attachment: Board Attendance Form



BOARD ATTENDANCE FORM

** FORM SHALL BE ADDED TO THE BOARD MINUTES **

AIRPORT ADVISORY BOARD

REGULAR BOARD

Tuesday, September 1, 2009

12:00 p.m.



BOARD MEMBER	Total Meetings Attended During Term **	Attendance at this meeting? 09-01-2009	Number of Meetings Attended In Last 6 months (6 mtgs held)	Number of Meetings Absent In Last 6 months (6 mtgs held)
Robert H. (Robbie) Campbell III **(term 8/31/07-08/31/09)	15***	Y	5	1
James (Jim) Brettell **(term 8/31/07-8/31/09)	10***	Y	5	1
Stephenie Roberts **(term 8/31/09-8/31/11)	1	Y	5	1
David Jones **(term 8/31/08-8/31/10)	8	Y	5	1
Doug Shryock **(term 8/31/08-8/31/10)	8	Y	5	1
Dwight Parsley **(term 8/31/07-8/31/09)	16	Y	5	1
Kelly Walker **(term 8/31/08-8/31/10)	8	Y	5	1

ATTENDANCE REQUIREMENTS

See Tyler Code Chapter 1 General Provisions; Article III. Boards; Section 1-20 General Provisions

Regular Boards Required Attendance Chart			
Failure to attend at least two-thirds (2/3) of the meetings of the Board for which that person was appointed for any six (6) -month period during which the appointee is a member of the board will be considered a voluntary resignation as shown below:			
	If the Board Meets:	Required Attendance	
	One (1) time within a six month period*	1*	
	Two (2) times within a six month period	1	
	Three (3) times within a six month period	2	
	Four (4) times within a six month period	3	
	Five (5) times within a six month period	3	
	Six (6) times within a six month period	4	

* However, consideration will be given for illness or extenuating circumstances.

Periodic Boards Required Attendance
Failure to attend two (2) meetings within any six (6) month period will be considered a voluntary resignation.

*** two members staying on past end of term.