

Thomas Ball, Chair
Harold Campbell, Vice-Chair
Jon Rhone, Board Member
Eric Moore, Board Member
Robert Falconer, Board Member
Elaine Triplett, Board Member
James Davis, Board Member

Jason Shelton, Interim PW Director
Kimberly Beckman, Admin. Asst.



**NOTICE OF MEETING
AIRPORT ADVISORY BOARD
January 7, 2025
5:30 P.M.
Palestine Municipal Airport
1278 An County Rd 421
Palestine, Texas**

Zoom Link:

<https://us02web.zoom.us/j/81550360140?pwd=pbVMPn3GB41iq0P8ytcFAH1Bd1dnWN.1>

Meeting ID: 815 5036 0140
Passcode: 740165

One tap mobile
+13462487799,,81550360140#,,, *740165# US

Note: when you are joining a Zoom meeting by phone, you can use your phone's dial pad to enter the commands *6 for toggling mute/unmute and *9 to "raise your hand." [Learn more here.](#)

Follow us live at: [facebook.com/palestinetxt/](https://www.facebook.com/palestinetxt/)

- A. **CALL TO ORDER**
- B. **PROPOSED CHANGES OF AGENDA ITEMS**
- C. **PUBLIC COMMENTS**
Any citizen wishing to speak during public comments regarding an item on or off the agenda may do so during this section of the agenda. All comments must be no more than five minutes in length. Any comments regarding items, not on the posted agenda may not be discussed or responded to by the Board. Members of the public may join via Zoom or in person.
- D. **CONFLICT OF INTEREST DISCLOSURES**
- E. **DISCUSSION AND ACTION ITEMS**
 - 1. Discussion and possible action regarding the proposed plans by SPI for hangar development at the Palestine Municipal Airport.
- F. **ADJOURNMENT**

I certify that the above Notice of Meeting was posted on the outdoor bulletin board at the main entrance to City Hall, 504 N. Queen Street, Palestine, Texas, in compliance with Chapter 551 of the Texas Government Code on **Friday, January 3, 2025, at 3:15 p.m.**

A handwritten signature in blue ink that reads "April Jackson". The signature is written in a cursive style and is positioned above the printed name.

April Jackson, City Secretary

IN ACCORDANCE WITH THE PROVISIONS OF THE AMERICANS WITH DISABILITIES ACT (ADA) PERSONS IN NEED OF SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHALL, CONTACT THE CITY SECRETARY'S OFFICE VIA EMAIL AT citysecretary@palestine-tx.org or 903-731-8414.



Agenda Date: 01/07/2025
To: Airport Advisory Board
From: Teresa Herrera, City Manager
Agenda Item: Airport Hangars
Date Submitted: 01/03/2025

SUMMARY:

Attached are the 99% complete proposed plans for constructing roads, taxiways, and pads to support the development of new hangars at the airport. These plans include detailed site layouts, grading plans, utility alignments, and construction specifications essential for the project's implementation. The proposed hangar development aims to enhance the airport's infrastructure, accommodate increased aviation activity, and address the future needs of tenants and operators. Please review the attached documents thoroughly and be prepared to provide feedback during the meeting. This plan is for the development of seven additional hangars: four measuring 60' x 50' and three measuring 60' x 40'.

Summary of General Notes and Grading Notes:

- Contractors must verify and protect existing utilities, coordinating with the City of Palestine and Texas 811 before work begins. Utility conflicts must be reported, and revised alignments must be approved.
- A sequence schedule minimizing traffic disruption is required. Contractors need approval before closing streets and must notify emergency services and schools 48 hours in advance.
- Contractors are responsible for repairing any damages to utilities or streets immediately at their expense.
- Testing must be done by an independent lab, with re-testing costs borne by the contractor.
- Contractors must review site conditions and soil reports before bidding. Excavation must comply with OSHA standards.
- Work cannot begin without obtaining the necessary permits. All equipment and materials must remain within city easements.
- Contractors must source construction water at commercial rates from city mains or approved suppliers.
- Contractors must guarantee trench backfilling against settlement for one year and address repairs within 30 days of notice.
- Only proposal-listed items will be paid for; other necessary work is considered subsidiary.
- Contractors must provide "as-built" drawings for all public works, documenting field changes and utility locations.
- Temporary surfaces (e.g., crushed stone) and permanent pavement repairs must meet or exceed pre-construction conditions.
- Contractors must install and maintain erosion control measures (e.g., silt fences, straw wattles) per the SWP3 plan to prevent runoff into streets and adjacent properties.
- Disturbed areas must be graded uniformly, and vegetation must be restored to match pre-existing conditions, with residential lawns replaced using matching sod.

RECOMMENDED ACTION:

Approval of proposed plans.

CITY MANAGER APPROVAL:

Attachments

Proposed Plans

CITY OF PALESTINE, TEXAS

AIRPORT HANGARS



SHEET INDEX

1. COVER SHEET & SHEET INDEX
2. GENERAL NOTES
3. EXISTING SITE PLAN
4. PROPOSED SITE PLAN
5. GRADING PLAN
6. DRIVE DETAILS
7. TAXIWAY PLAN & PROFILE
8. TYPICAL DETAILS

SPI ★
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JEFFREY C. SIMMONS
P.E. #96748

CITY OF PALESTINE
TEXAS
AIRPORT HANGARS

COVER SHEET
&
SHEET INDEX

REVISIONS:

NO.	DATE	DESCRIPTION

PLANS ARE FORMATTED FOR 22"x34" PLAN
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SCALES ARE HALF THE SIZE NOTED.



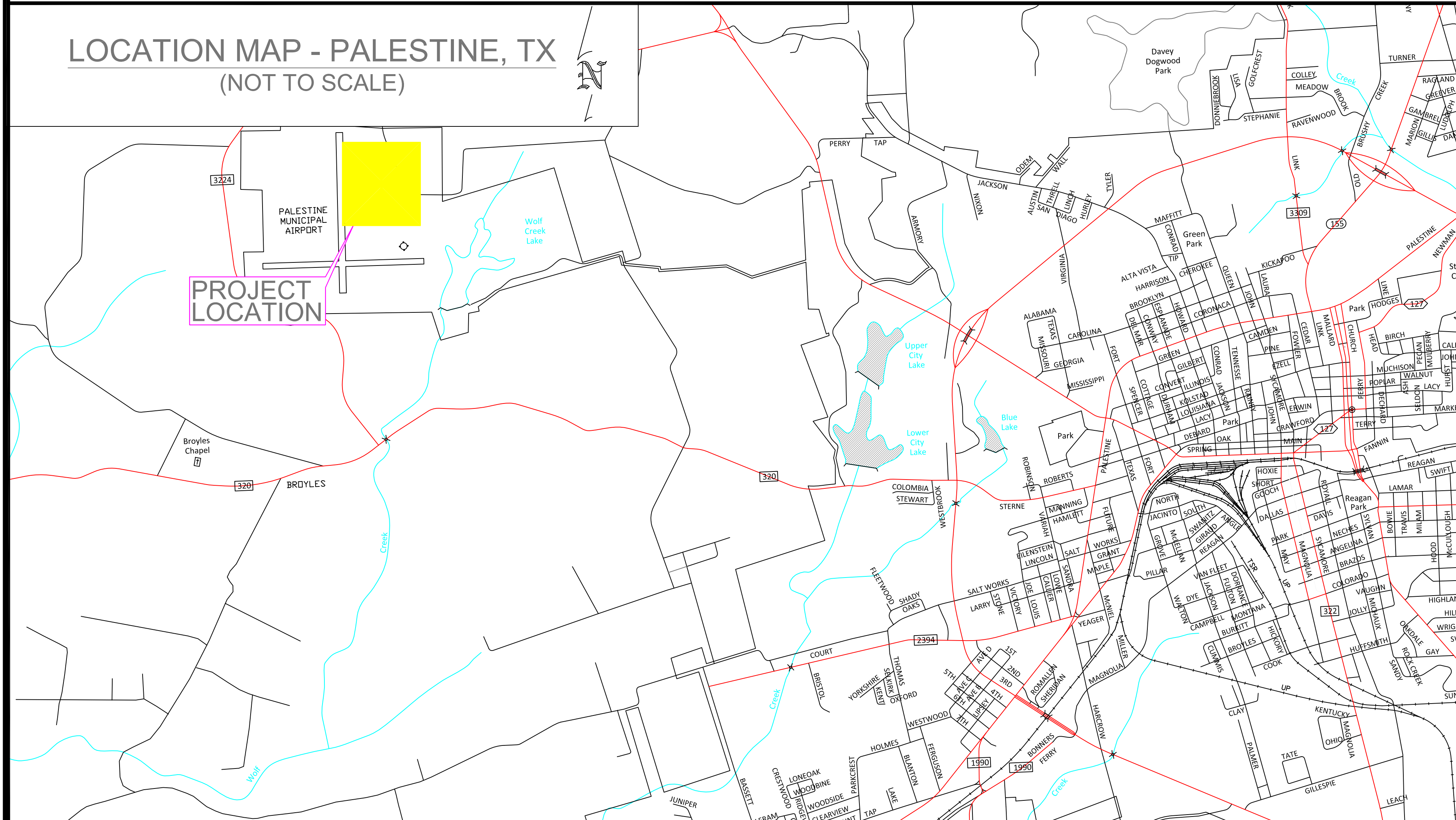
DRAWN BY:
A. PEARSON

REVIEWED BY:
J. SIMMONS

PROJECT NO:
951021.00

SHEET NO:
1

LOCATION MAP - PALESTINE, TX
(NOT TO SCALE)



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GENERAL NOTES:

- PRE-CONSTRUCTION LOCATION CONFIRMATION AND EXISTING UTILITIES: DRAWINGS SHOW INFORMATION OBTAINED FROM ON GROUND OBSERVATION, LIMITED SURFACE SURVEY, CITY OF PALESTINE MAPPING, INFORMATION PROVIDED BY THE UTILITY COMPANIES, AND EXISTING CONSTRUCTION DRAWINGS FOR TOPOGRAPHIC FEATURES. HOWEVER, ACCURACY OF OR COMPLETENESS OF SUCH INFORMATION IS NOT GUARANTEED. THE CONTRACTOR SHALL VERIFY ALL EXISTING UTILITY ELEVATIONS, DEPTHS, MATERIALS, SIZES, DIMENSIONS, AND CONDITIONS IN THE FIELD BEFORE COMMENCING ANY WORK. UTILITY LOCATIONS SHALL BE COORDINATED WITH THE CITY OF PALESTINE, AND TEXAS 811, AND ALL EXISTING UTILITIES SHALL BE PROTECTED FROM DAMAGE DURING CONSTRUCTION. A PAYMENT ITEM HAS BEEN ESTABLISHED TO PROVIDE FOR THE CONTRACTOR TO LOCATE UTILITIES. THIS MAY AFFECT PROPOSED ALIGNMENTS, IN ADVANCE OF CONSTRUCTION. CHANGES IN HORIZONTAL AND VERTICAL ALIGNMENTS MAY BE NECESSARY DUE TO CONFLICTS FOUND DURING UTILITY LOCATES. THESE CONFLICTS AND DISCREPANCIES SHALL BE REPORTED TO THE OWNER AND ENGINEER IN A TIMELY MANNER. ALL REVISED ALIGNMENTS MUST STAY WITHIN RIGHT-OF-WAYS AND UTILITY EASEMENTS, AND MUST BE APPROVED BY ENGINEER/OWNER, PRIOR TO CONSTRUCTION.
- BEFORE BEGINNING CONSTRUCTION, THE CONTRACTOR SHALL PREPARE A CONSTRUCTION SEQUENCE SCHEDULE. THE CONSTRUCTION SCHEDULE SHALL BE SUCH THAT THERE IS THE MINIMUM INTERFERENCE WITH TRAFFIC ALONG OR ADJACENT TO THE PROJECT.
- ANY DAMAGE TO THE EXISTING UTILITIES AND SUBSEQUENT REPAIRS WILL BE THE RESPONSIBILITY OF THE CONTRACTOR. REPAIRS WILL BE MADE IMMEDIATELY AT THE CONTRACTOR'S EXPENSE.
- MATERIAL TESTING SHALL BE PERFORMED BY AN INDEPENDENT TESTING LABORATORY AND PAID FOR FROM THE OWNERS ALLOWANCE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL FEES FOR RE-TESTING AND RE-INSPECTING DUE TO FAILED TESTS OF WORKMANSHIP OR MATERIALS.
- ALL EXCAVATION ON THE PROJECT IS UNCLASSIFIED. CONTRACTOR TO REVIEW SITE CONDITIONS/LOCAL SOILS AND GEOTECH REPORT PRIOR TO BIDDING.
- THE CONTRACTOR SHALL NOT CLOSE ANY STREETS WITHOUT PRIOR APPROVAL FROM ENGINEER AND CITY. CONTRACTOR SHALL NOTIFY EMERGENCY SERVICES AND PALESTINE ISD 48 HOURS PRIOR TO CLOSING ANY STREETS. IF STREET IS CLOSED DURING A NORMAL CITY SANITATION PICKUP DAY, CONTRACTOR SHALL COLLECT TRASH FROM RESIDENCES AND DELIVER TO A SPOT THAT LOCAL SANITATION CAN PICK UP TRASH. IN INSTANCES WHERE CONSTRUCTION IS TAKING PLACE IN NON-CLOSED STREETS, STREETS SHALL BE BACKFILLED AND MADE PASSABLE AT END OF EACH DAY. CONTRACTOR TO PROVIDE TRAFFIC CONTROL AND MAINTAIN TRAFFIC CONTROL SIGNAGE IN ACCORDANCE WITH TMUTCD. THIS WORK WILL BE PAID FOR UNDER THE BID ITEM FOR TRAFFIC CONTROL.
- CONTRACTOR SHALL NOT BE AUTHORIZED TO PROCEED UNTIL ALL NECESSARY STATE, LOCAL, AND PRIVATE PERMITS (FOR U.P. TRACK CROSSINGS) ARE OBTAINED.
- CONTRACTOR SHALL KEEP ALL EQUIPMENT, PIPE, MATERIALS, ETC. OFF PRIVATE PROPERTY AND WITHIN CITY EASEMENTS.
- ALL TRENCHING AND EXCAVATION SHALL BE PERFORMED IN ACCORDANCE WITH OSHA STANDARDS. THIS WORK WILL BE PAID FOR UNDER THE BASE BID ITEM FOR TRENCH SAFETY.
- ALL CONSTRUCTION WATER SHALL BE FURNISHED AT STANDARD COMMERCIAL RATES BY THE CITY FROM THE NEAREST CONVENIENT CITY MAIN. A WATER METER SHALL BE USED TO DETERMINE THE AMOUNT OF WATER USED. THE CONTRACTOR MAY RENT WATER METERS FROM THE CITY OR FURNISH HIS OWN METERS AT THE DISCRETION OF THE CITY. IF CITY WATER IS UNAVAILABLE CONTRACTOR SHALL BE RESPONSIBLE FOR PURCHASING WATER FROM A LOCAL SUPPLIER OR ANOTHER CITY. THE CITY RESERVES THE RIGHT TO DESIGNATE THE TIME OF DAY AT WHICH WATER CAN BE DRAWN FROM CITY MAINS.
- THE CONTRACTOR SHALL GUARANTEE THE BACKFILLING OF EXCAVATION AND TRENCHES AGAINST EXCESSIVE (AS DETERMINED BY THE ENGINEER) SETTLEMENT FOR A PERIOD OF ONE YEAR AFTER THE FINAL COMPLETION OF THE CONTRACT UNDER WHICH THE WORK IS PERFORMED. MAKE ALL REPAIRS OR REPLACEMENTS MADE NECESSARY BY SETTLEMENT INCLUDING REFILLING AND COMPACTING THE UPPER PORTION OF THE DITCH AND REPAIRING BROKEN OR SETTLED PAVEMENTS WITHIN THIRTY (30) DAYS AFTER RECEIVING NOTICE FROM THE CITY.
- MEASUREMENT AND PAYMENT: ONLY THOSE ITEMS IN THE PROPOSAL WILL BE MEASURED AND PAID FOR. ALL OTHER ITEMS OF WORK REQUIRED TO COMPLETE THE PROJECT SHALL BE CONSIDERED SUBSIDIARY TO THE PAY ITEMS IN THE PROPOSAL AND NO CLAIMS WHATSOEVER FOR EXTRA WORK FOR SUCH SUBSIDIARY ITEMS WILL BE CONSIDERED FOR COMPENSATION.
- A MAXIMUM TRENCH WIDTH OF 5' WILL BE ALLOWED FOR UTILITY LINE REPLACEMENT IN CITY STREETS. APPROPRIATE TRENCH SHORING METHODS SHALL BE IMPLEMENTED AS REQUIRED BY OSHA TRENCH SAFETY REGULATIONS.
- THE PROPOSED ALIGNMENT OF NEW WATER & SANITARY SEWER MAINS MAY BE SLIGHTLY ADJUSTED WITHIN THE AVAILABLE RIGHT OF WAY OR EASEMENTS, TO AVOID POTENTIAL CONFLICTS WITH EXISTING UTILITIES OR STRUCTURES, WITH THE APPROVAL OF THE ENGINEER.
- CONTRACTOR TO PROVIDE PRE AND POST CONSTRUCTION VIDEO DOCUMENTATION OF ALL AREAS TO BE DISTURBED DURING CONSTRUCTION.
- CONTRACTOR SHALL PROVIDE COMPACTED CRUSHED STONE AGGREGATE SURFACING FOR TEMPORARY SURFACES AT ANY OPEN CUT DRIVEWAY OR PARKING AREAS WITHIN THE PROJECT IF ACCESS IS NEEDED. COST OF TEMPORARY AGGREGATE SHALL BE CONSIDERED SUBSIDIARY TO OTHER BID ITEMS.
- LINE INSTALLATION, INCLUDING EXISTING UTILITIES ENCOUNTERED, SHALL NOT BE BACKFILLED PRIOR TO INSPECTION BY THE CITY OF PALESTINE AND/OR ENGINEER.
- RECORD DRAWINGS ("AS BUILT DRAWINGS") ARE REQUIRED TO BE SUBMITTED FOR ALL PUBLIC WORKS CONSTRUCTION IN THE CITY OF PALESTINE. AS-BUILTS SHALL INCLUDE FIELD REDLINES OF ALL ALTERATIONS TO PLANS, ALL SERVICES LINES, AND ANY ADDITIONAL UTILITIES THAT MAY BE UNCOVERED DURING CONSTRUCTION. CONTRACTOR SHALL SUBMIT CURRENT AS-BUILT DRAWINGS WITH EACH PAY APPLICATION. CONTRACTOR SHALL SUBMIT COMPLETE SET OF AS-BUILTS TO THE CITY OF PALESTINE AT CONCLUSION OF PROJECT.
- ALL PAVEMENT SHALL BE REPAIRED TO EXISTING OR BETTER CONDITION WITH THE SAME MATERIAL TYPE AS EXISTING.
- CONSTRUCTION STAKING IS THE RESPONSIBILITY OF THE CONTRACTOR.

GRADING NOTES:

- PRIOR TO STARTING GRADING ACTIVITIES, CONTRACTOR SHALL SUBMIT COMPLETE N.O.I. IN ACCORDANCE WITH TCEQ REQUIREMENTS.
- CONTRACTOR SHALL BE RESPONSIBLE FOR INSTALLATION, MAINTENANCE, AND INSPECTION OF TEMP. AND PERM. EROSION CONTROL MEASURES IN ACCORDANCE WITH STORM WATER POLLUTION PREVENTION PLAN (SWP3), TECQ REQUIREMENTS, AND EROSION CONTROL PLAN.
- CONTRACTOR SHALL SUBMIT COMPLETED N.O.T. IN ACCORDANCE WITH TCEQ REQUIREMENTS UPON COMPLETION OF GRADING & STABILIZATION ACTIVITIES.
- TEMPORARY EROSION CONTROL SHALL BE USED TO MINIMIZE THE SPREAD OF SILT AND MUD FROM THE PROJECT ONTO EXISTING STREETS, ALLEYS, DRAINAGE WAYS, INTO STORM INLETS AND STORM SEWER SYSTEMS, AND ADJACENT PROPERTIES. TEMPORARY EROSION CONTROLS MAY INCLUDE SILT FENCES, STRAW WATTLES, BERMS, DIKES, SWALES, STRIPS OF UNDISTURBED VEGETATION, CHECK DAMS AND OTHER METHODS AS REQUIRED BY THE ENGINEER OR HIS REPRESENTATIVE AND AS SPECIFIED IN THE ISWM DESIGN MANUAL FOR CONSTRUCTION.
- ALL DISTURBED PERMEABLE SURFACES SHALL BE GRADED TO A SMOOTH & UNIFORM APPEARANCE, THAT CAN BE EASILY MOWED W/ A SMALL PUSH LAWN MOWER, & PERMANENT VEGETATION SHALL BE ESTABLISHED IN ACCORDANCE W/ SEEDING SPECIFICATIONS. RESIDENTIAL LAWNS SHALL BE RE-ESTABLISHED WITH BLOCK SOD TO MATCH EXISTING TYPE OF LAWN GRASS. ALL PERMANENT GRADING, SODDING, & SURFACE RESTORATION WILL BE SUBSIDIARY TO THE UNIT PRICE BIDS, & NO SEPARATE PAYMENT WILL BE MADE.
- ALL EROSION CONTROL MEASURES SHALL BE PAID FOR UNDER THE BID ITEM FOR THE SWP3, AND NO SEPARATE PAYMENT WILL MADE.

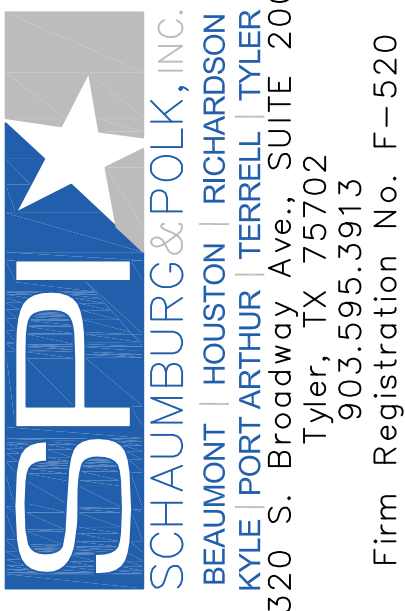
Surveyor

RAYMOND E. RUSSELL, REGISTERED PROFESSIONAL LAND SURVEYOR NO. 4091
F.D. MCBRIDE & ASSOCIATES, INC. A11CROFT A11CTOPO
605 AVENUE A PALESTINE, TX. 75801 (903) 723-3116 FIRM 10019700

Benchmarks

BM 1 - USGS MONUMENT PID BY2223, DESIGNATION X 399, LOCATED S24°E - 760' FROM THE NORTHEAST CORNER OF THE CONCRETE HELIPAD.
PUBLISHED ELEVATION = 405.13'

BM 2 - TOP OF BOLT (WITH TAG STAMPED BURY 4-0) ON FLANGE OF FIRE HYDRANT LOCATED N15°30'W - 275' FROM THE NORTHEAST CORNER OF THE CONCRETE HELIPAD.
ELEVATION = 417.52'



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JEFFREY C. SIMMONS
P.E. #96748

CITY OF PALESTINE TEXAS AIRPORT HANGARS

GENERAL NOTES

REVISIONS:

PLANS ARE FORMATTED FOR 22"x34" PLAN SHEETS. IF PRINTED ON 11"x17" SHEETS THE SCALES ARE HALF THE SIZE NOTED.				



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A. PEARSON

REVIEWED BY:
J. SIMMONS

PROJECT NO:
951021.00


SHEET NO:

2

PROJECT LEGEND:

	TRAFFIC SIGNAL		ELECTRIC MANHOLE
	STREET LIGHT		POWER POLE
	SIGNAL BOX		SERVICE POLE
	SIGN		GUY ANCHOR
	MAILBOX		ELECTRICAL JUNCTION BOX
	FLAG POLE		LIGHT POLE
	INLET COVER		TELEPHONE JUNCTION BOX
	DRAINAGE MANHOLE		TELEPHONE MANHOLE
	FLUSH VALVE		R-O-W MARKER
	AIR RELEASE VALVE		BENCHMARK
	WATER VALVE		SURVEY TURN POINT
	IRRIGATION VALVE		IRON ROD
	WATER METER		FORCE MAIN VALVE
	IRRIGATION METER		CLEAN OUT
	FIRE HYDRANT		WASTEWATER MANHOLE
	GAS METER		TREE
	GAS VALVE		
	SHRUB		
	EX. POWER LINE		EX. UNDER. CABLE
	EX. FENCE		EX. GAS
	EX. CULVERT		EX. FIBER OPTIC
	EX. WATER		EX. SAN. SEWER
	EX. WATER SERV.		EX. SEWER SERV.
	EX. BUILD. WALL		EX. TREE LINE





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CITY OF PALESTINE
TEXAS
AIRPORT HANGARS

EXISTING SITE
PLAN

REVISIONS:			

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FILENAME: X:\PALESTINE - CITY OF\951021.00 AIRPORT HANGARS (CAD)\EXHIBIT.DWG PLOT DATE: 12/13/2024 7:43 AM



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CITY OF PALESTINE
TEXAS
AIRPORT HANGARS

PROPOSED SITE PLAN

REVISIONS:

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CITY OF PALESTINE
TEXAS
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GRADING
PLAN

REVISIONS:				

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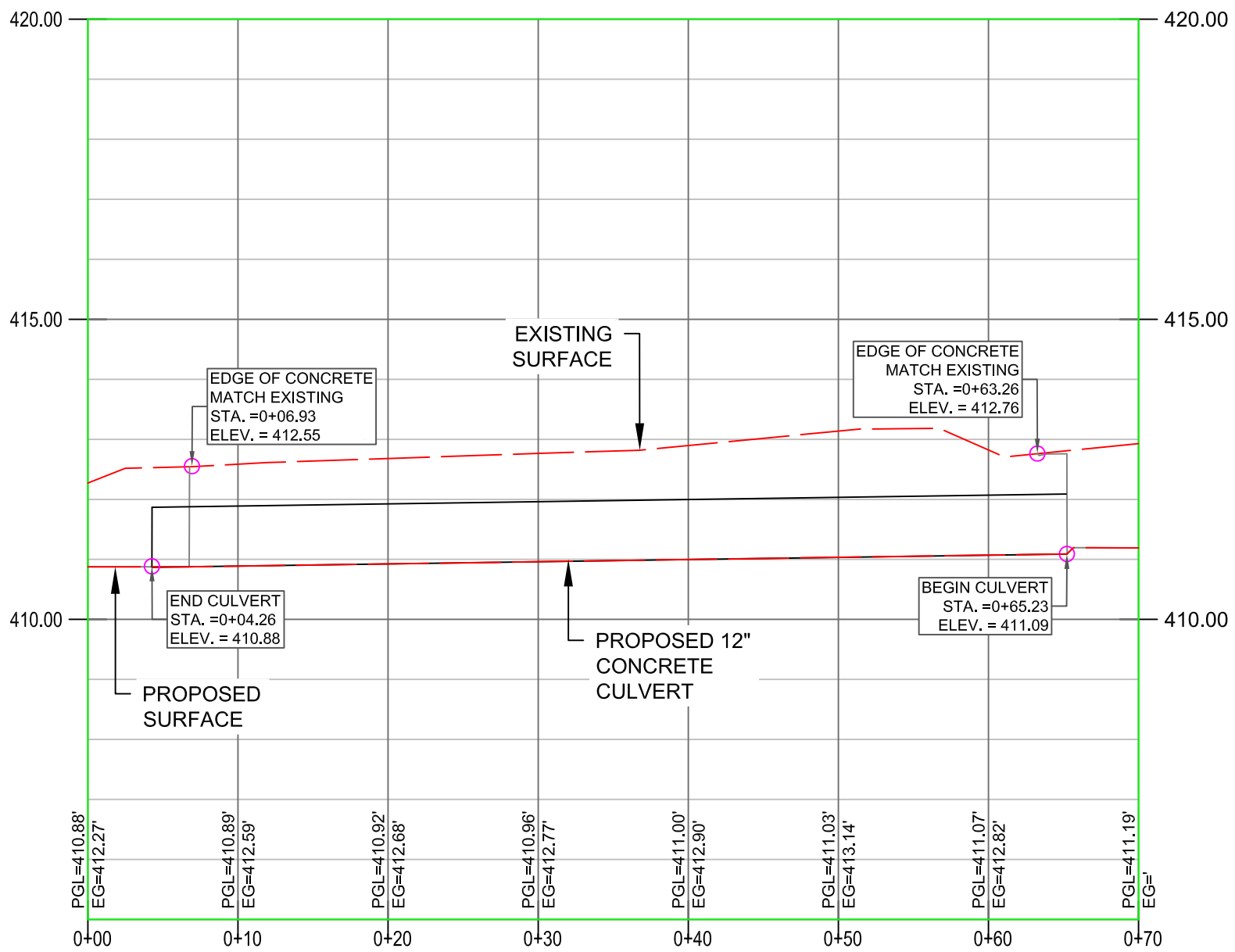
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J. SIMMONS

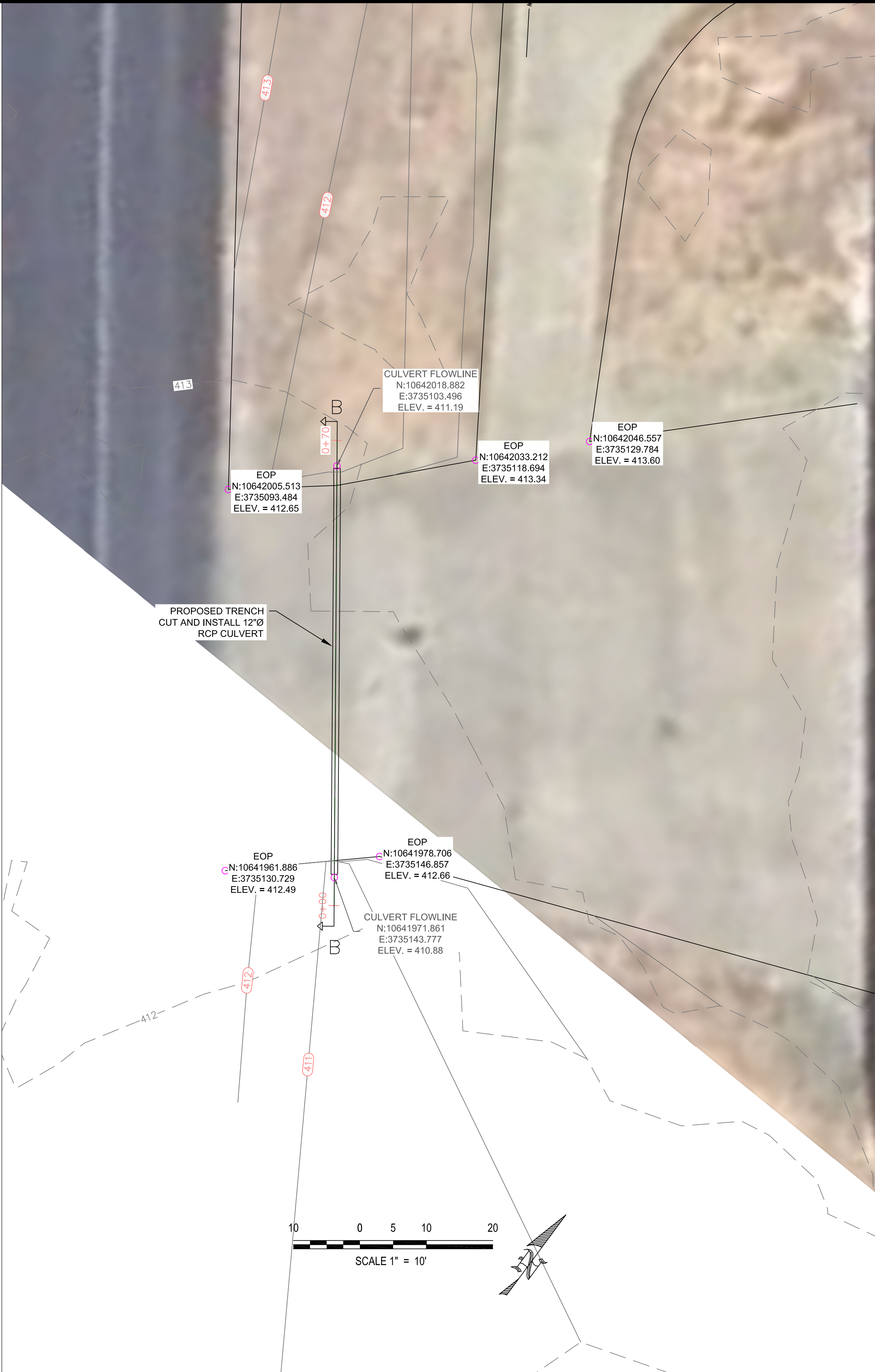
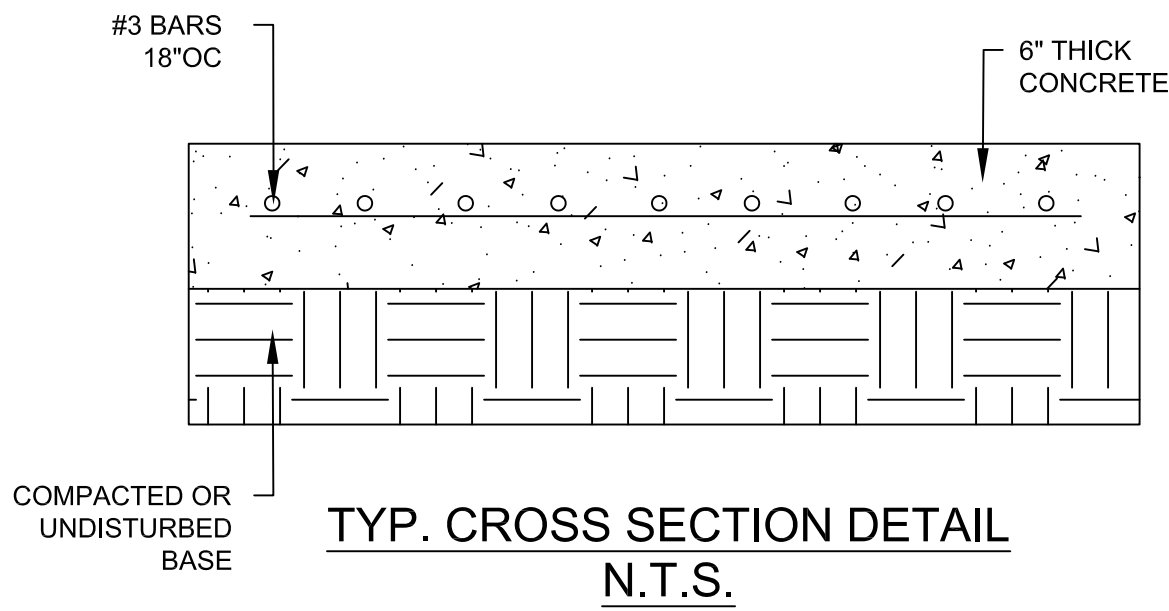
PROJECT NO:
951021.00


SHEET NO:
5

CONSTRUCTION NOTE - DRIVEWAY TO BE REMOVED & REPLACED IN HALVES
TO ALLOW ACCESS TO AND FROM TAXIWAY



DRIVE DETAIL B-B STA 0+00 TO 0+70
H: 1" = 10'
V: 1" = 5'





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**CITY OF PALESTINE
TEXAS
AIRPORT HANGARS**

**DRIVE
DETAILS**

REVISIONS:	DATE	BY	DESCRIPTION

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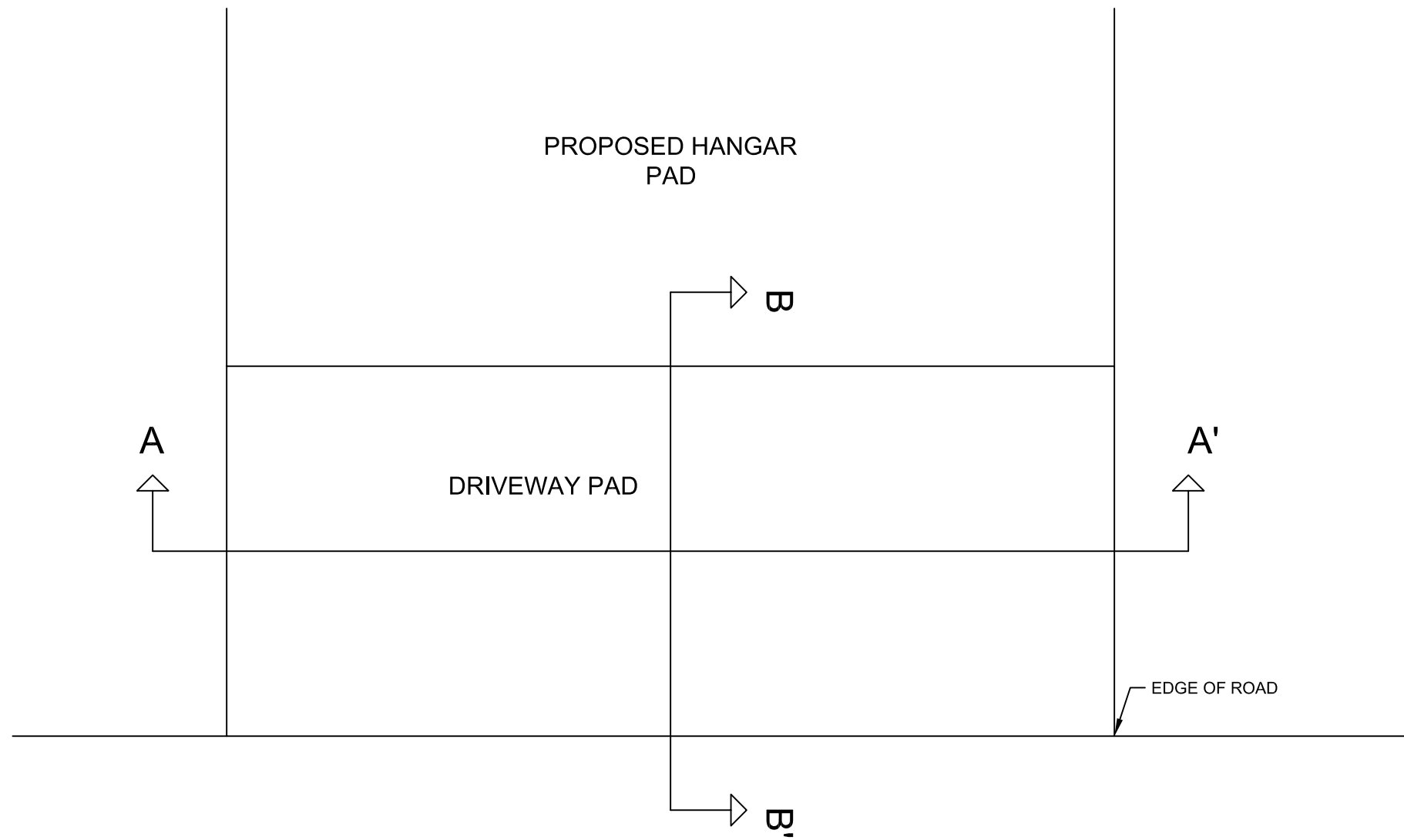
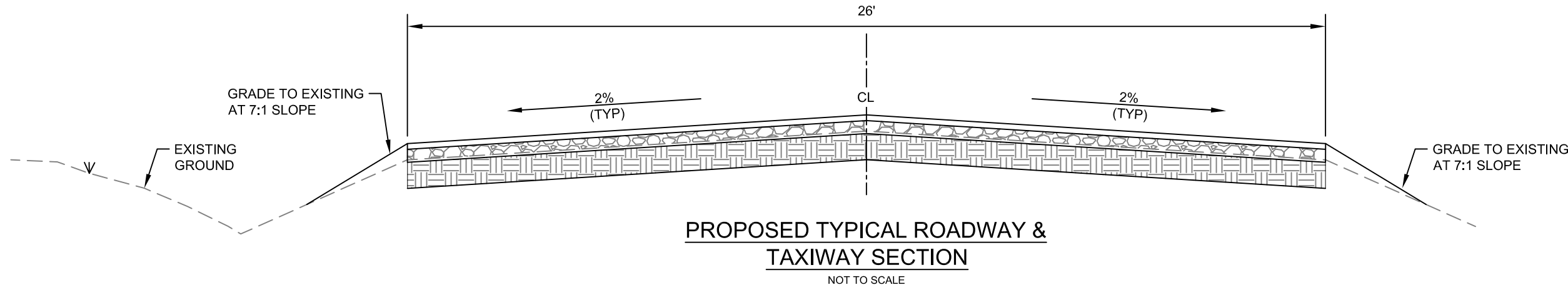
**BEFORE YOU DIG
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LISA A. CROSSMAN
P.E. # 99747

CITY OF PALESTINE
TEXAS
AIRPORT HANGARS

TYPICAL DETAILS

REVISIONS:

1	
2	
3	
4	

PLANS ARE FORMATTED FOR 22"x34" PLAN
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