

THE STATE OF TEXAS               §  
COUNTY OF ANDERSON           §  
CITY OF PALESTINE               §

The Airport Advisory Board of the City of Palestine convened in a Regular Meeting on Tuesday, February 4, 2025, at 5:30 p.m., Palestine Municipal Airport, 1278 An. County Rd 421 Palestine, Texas, with the following people present: Chair Thomas Ball, Vice Chair Harold Campbell, Board Members Jon Rhone, James Davis, Dr. Robert Falconer and Elaine Triplett. Board member Eric Moore and City attorney Rezzin Pullum attended via zoom.

Staff present: PW Interim Director Jason Shelton, PW Admin Assistant Kimberly Beckman, City Manager Teresa Herrera, and City Airport Employee Alex Wild.

#### **CALL TO ORDER**

With a quorum present, Chair Thomas Ball called the meeting to order at 5:30 p.m.

#### **PROPOSED CHANGES OF AGENDA ITEMS**

There were none.

#### **PUBLIC COMMENTS**

There were none.

#### **CONFLICT OF INTEREST DISCLOSURES**

There were none.

#### **DIRECTOR'S REPORT**

City Manager, Teresa Herrera, reported to the board members about meeting with TXDOT for the main runway, accepting bids for airport hangar projects, and funds were moved to allocate the additional \$250,000 needed.

Chair Thomas Ball thanked the FBO for getting their new uniform shirts and new fuel truck. Mr. Ball let the FBO and board know the Economic Development Corporation for the City will be doing a video regarding bringing visitors into Palestine and will be videoing some footage at the Palestine Municipal Airport. Mr. Ball also addressed the board about hangar numbers being in order for the Fire Department in case they need to respond, and setting up sub-committees within the board.

#### **APPROVAL OF MINUTES**

Consider approval of minutes from the November 21, 2024, and January 7, 2025, meetings.

Motion by Board Member Jon Rhone, seconded by Board Member Eric Moore to approve meeting minutes from November 21, 2024, and January 7, 2025, meetings. Upon vote, motion carried, 7-0.

#### **DISCUSSION AND ACTION ITEMS**

1. Discussion and possible action regarding meeting dates for the Airport Advisory Board meetings.  
Chair Thomas Ball asked the board to move the meeting dates to the first Tuesday of each quarter.  
Motion by Vice Chair Harold Campbell, seconded by Board Member Jon Rhone, to approve moving the meeting dates to the first Tuesday of each quarter.
2. Discussion and possible action regarding catering services at the Palestine Municipal Airport.  
Simon Webster addressed the board regarding food handling at the Palestine Municipal Airport.  
No action taken,
3. Discussion and possible action regarding checklist for runway closure related to upcoming construction.

Chair Thomas Ball asked the FBO and the city to help with a checklist he is working on for runway closure related to upcoming construction. No action taken.

4. Discussion and possible action regarding the placement of Solo Fly T-Shirts.

Chair Thomas Ball addressed the board about the T-Shirts that used to hang on the wall in the Palestine Municipal Airport, they have been taken down and with board approval photos will be posted online by the City for pilots to collect. After the one-year timeframe is up the T-shirts will be disposed of.

Motion by Eric Moore, seconded by Vice Chair Harold Campbell to approve posting photos online for a one-year timeframe then disposal. Upon vote, motion carried, 7-0.

#### **CLOSED SESSION**

Chair Thomas Ball announced that the Airport Advisory Board would go into Closed Session pursuant to Texas Government Code, Chapter 551, Subchapter D. The time was 6:01 p.m.

1. Section 551.071 consultation with attorney: pending or contemplated litigation or a settlement offer: Palestine Municipal Airport.

#### **ADJOURN**

Board Chair, Thomas Ball, adjourned the meeting at 6:01 PM.

PASSED AND APPROVED THIS 6 DAY OF may 2025.

  
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Thomas Ball, Chairman

ATTEST:

  
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Kimberly Beckman, PW Administrative Assistant