



# The City of Lago Vista

*To provide and maintain a healthy, safe, vibrant  
community, ensuring quality of life.*

**NOTICE OF A MEETING  
AIRPORT ADVISORY BOARD  
WEDNESDAY, July 29, 2015 7:00 PM  
CITY COUNCIL CHAMBERS  
CITY HALL - 5803 THUNDERBIRD**

**NOTICE IS HEREBY GIVEN** that the Airport Advisory Board of the City of Lago Vista, Texas will hold a meeting in the Council Chambers, City Municipal Building, 5803 Thunderbird, on the above date and time for discussion and possible action on the following:

**PUBLIC COMMENTS FOR NON-HEARING RELATED ITEMS**

**CONSENT AGENDA**

All matters listed in Item 1, Consent Agenda, are to be considered routine by the Board and will be enacted by one motion. There will not be separate discussion on these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

1. Consider Approval Of The Following Minutes:
  - A. May 27, 2015 Regular Meeting.

**STAFF UPDATE**

1. Obstructions Interrupting Instrument Landing Procedures.
2. 2008 Comprehensive Plan Update.
3. Airport Improvements.

**BUSINESS ITEMS**

1. RAAPOA Update – POA Board Member.
2. Discussion of Board Member Issues.
3. Airport Superintendent Report.
4. Advise date of the next Airport Advisory Board Meeting.

**IT IS HEREBY CERTIFIED** that the above Notice was posted on the Bulletin Board located in City Hall in said City at \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Sandra Barton, City Secretary

**THE CITY OF LAGO VISTA IS COMMITTED TO COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT. REASONABLE MODIFICATIONS AND EQUAL ACCESS TO COMMUNICATIONS WILL BE PROVIDED UPON REQUEST.**



**CITY OF LAGO VISTA  
DEVELOPMENT SERVICES**

P.O. BOX 4727  
LAGO VISTA, TX 78645

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**MEMO**

To: Airport Advisory Board

From: David Harrell, AICP, Director

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**RE: Minutes**

The Minutes from the previous meeting will be completed and passed out at the meeting.



# Development Services Department

## STAFF REPORT

**Date:** July 22, 2015

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### **PRESENTATION SUMMARY**

#### History of Obstructions interfering with Instrument Landing Approach

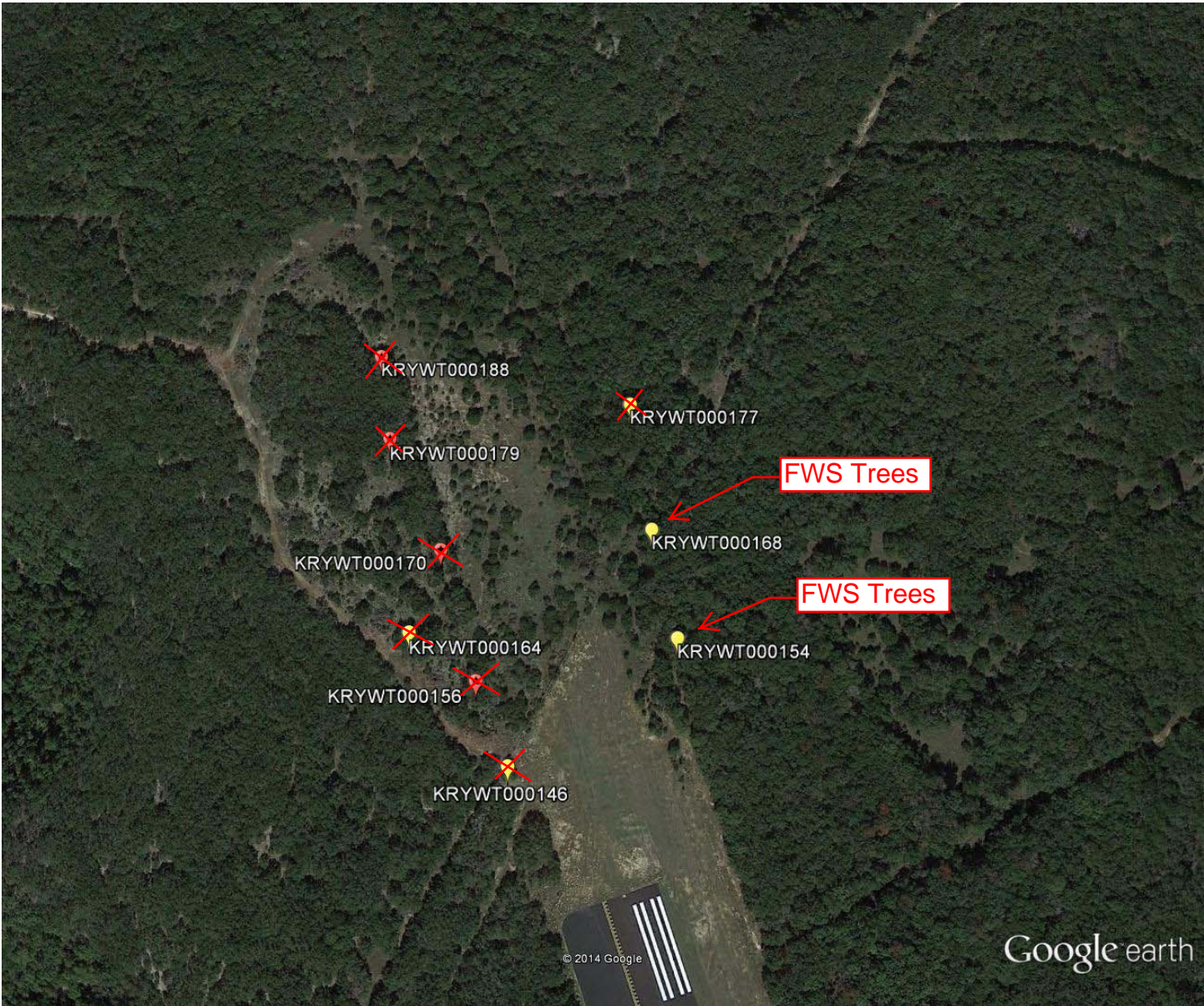
Over several meetings staff has brief the Airport Advisory Board on removal of several penetrations impacting both the TSS (20:1 surface) which affects the ability to land at night and the GQS which affect the vertical guidance (LPV). Staff has attached a map to the report which shows both yellow and red icons. The yellow icons impact both the TSS and GQS and the red icons impact only the GQS. These icons can represent an individual or groups of trees. At this time, one red and one yellow obstruction (fence posts) have been removed by a property owner to the north. We have commitments to remove all the penetrations with the exception of the yellow icons labeled "FWS Trees". The other removals are based on getting the "FWS Trees" addressed by the Fish and Wildlife Service (FWS). There has been some difficulty in getting these items addressed by FWS since they are located within the Wildlife Refuge.

Staff met with the Deputy Refuge Manager in late April regarding the "FWS Trees". The Manager offered to work with the City to address these issues. Since that time they have determined the trees within the area are not endangered habitat and could potentially either top or remove the obstructions. The City is sending updated precise coordinates of the obstructions from the FAA to the Manager. If these obstructions can be removed or topped, then the other obstructions will be removed by the surrounding property owner. Staff will keep the AAB updated on the progress of removal

#### Update since May 2015 meeting

Staff along with Mr. Jim Awalt, Mr. Bill Coltharp, Balconies Canyonlands Deputy Refuge Manager, and a TXDOT Aviation Rep. met at the request of Mr. Awalt on June 22, 2015. From the meeting, the Manager agreed to top the trees in question provided the City hires the services of a surveyor to indicate by how much the trees will need to be topped by cutting crews to re-establish the TSS (20:1 Surface).

In order to reestablish the GQS, City staff sent a letter to the FAA indicating those obstacles' had been removed by the City and individual property owners. There was some concerns from the FAA that additional items may have grown into the GQS and also to verify removal they will be doing a visual segment in the near future.



Google earth



NAME	LATITUDE	LONGITUDE	DESCRIPTION	MITIGATION TYPE
KRYWT000146	30° 30' 14.52" N	097° 58' 19.58" W	TREE / 1253 FT / TSS PENT (+20.62 FT)	REMOVE OR LIGHT (HIGH PRIORITY)
KRYWT000154	30° 30' 16.53" N	097° 58' 16.43" W	TREE / 1259 FT / TSS PENT (+21.42 FT)	REMOVE OR LIGHT (HIGH PRIORITY)
KRYWT000156	30° 30' 15.85" N	097° 58' 20.19" W	TREE / 1260 FT / TSS PENT (+20.40 FT) / GQS PENT (+16.18)★	REMOVE (HIGH PRIORITY)
KRYWT000164	30° 30' 16.62" N	097° 58' 21.45" W	TREE / 1266 FT / TSS PENT (+20.95 FT)	REMOVE OR LIGHT (HIGH PRIORITY)
KRYWT000168	30° 30' 18.29" N	097° 58' 16.90" W	TREE / 1268 FT / TSS PENT (+21.34 FT)	REMOVE OR LIGHT (HIGH PRIORITY)
KRYWT000170	30° 30' 17.95" N	097° 58' 20.89" W	TREE / 1268 FT / TSS (+17.37 FT) / GQS PENT (+16.47)★	REMOVE (HIGH PRIORITY)
KRYWT000177	30° 30' 20.39" N	097° 58' 17.30" W	TREE / 1266 FT / TSS PENT (+8.74 FT)	REMOVE OR LIGHT (HIGH PRIORITY)
KRYWT000179	30° 30' 19.79" N	097° 58' 21.91" W	TREE / 1266 FT / TSS PENT (+5.14 FT) / GQS PENT (+7.32)★	REMOVE (HIGH PRIORITY)
KRYWT000188	30° 30' 21.19" N	097° 58' 22.13" W	TREE / 1267 FT / TSS PENT (-0.86 FT) / GQS PENT (+3.42)★	REMOVE (HIGH PRIORITY)



# Development Services Department

## STAFF REPORT

### Staff Update #2

## 2008 Comprehensive Plan Update

**Date:** July 22, 2015

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### **PLAN BASICS**

A Comprehensive Plan is a City Council approved document that directs future City growth over a period of the next fifteen (15) to twenty (20) years. This document consists of several elements such as future land use, transportation, economic development, public facilities, quality of life, housing/infill, infrastructure, city services, environment, and Capital Improvements Program. These elements are created from data analysis and public input through the process. This plan covers the areas of the City outside the boundaries of the Airport (this includes the Airport environs). It is similar in nature to an Airport Master Plan in scope and creation.

### **PLAN HISTORY**

The initial plan for the City was professionally created in 2001 and updated by a group of appointed citizens in 2008. At this time the City desires to choose a group of professional planning consultants to begin this updating process. Initially the City had a request for proposal (RFP) reviewed by the City Council in January and the Planning & Zoning Agency in February before posting to receive proposals. In mid-March the City receive four (4) proposals for review. In late March the City Council created a Comprehensive Plan Steering Committee consisting of two (2) City Staff, three (3) members of the Planning & Zoning Commission, and three (3) members of the City Council. The Steering Committee was tasked with review of the proposals and using a created point scale to determine who would be chosen consultant to complete the work at a later date.

In early May, the Steering Committee heard from all four (4) consultants and reviewed power-point presentations from each consultant. On May 22<sup>nd</sup>, the Committee chose Freese & Nichols to begin the process of completing a revision to the Comprehensive Plan. The City will begin to enter the process of contract negotiations with the company for confirming associated costs, elements to be improved and added to the revised Plan, amount/types of public participation, and timescale for the process. This Committee will be deactivated after the Council has considered and awarded the consultant's contract for services.

On May 21<sup>st</sup>, the Council created a Comprehensive Plan Advisory Committee in order to have a Committee to advise and provide information to the chosen Consultants through the process. They will be independent of the public; although the public will also be an important part of the process. This Committee consists of thirteen (13) people that represent vested interest in the City. These consist of two (2) Council members (Dale Mitchell and Ron Smith), three Planning & Zoning Commission

members (Tara Griffin, Jim Moss, and Gary Zaleski), two City staff (Development Services Director and City Manager), one (1) RAAPOA representative (Don Barthlow), one (1) LVPOA representative (Vicki Woods), one (1) LVISD representative (Darren Webb), one (1) LVJCOC representative (Keith Billington); one (1) local developer representative (David Carroll); one (1) economic development representative (Doug Casey). This Committee will be deactivated after the Council has approved the revised Comprehensive Plan.

Update from May, 2015

City staff and the Consultant (Freese & Nichols) are working out a rough draft for the contract, which will be forwarded to the City Attorney and City Manager for review. This contract will be on the August 20<sup>th</sup> City Council agenda for consideration. One caveat to the contract will be a review of the land uses in the Airport environs.

This information was gathered in order to update the Airport Advisory Board of items that are occurring in the community and will have an impact on the Airport environs just outside of the Airport boundaries.



# Development Services Department

## STAFF REPORT

### Staff Update #3

### Airport Improvements

**Date:** July 22, 2015

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#### **PRESENTATION SUMMARY**

The report will cover the Airport Improvement Project being worked on between the City and TXDOT Aviation in order to provide updates to the Airport Advisory Board.

#### Airport Improvement Project

##### Project History

This involves the rehabilitation and marking of the runway, rehabilitation of the apron, reconstruct hanger access taxiway, rehabilitation all taxiways, engineering and design for Phases 1 and 2. A Resolution committing funding to this project was approved by the City Council in August 2014. In October 2014, the Council approved Amendment #1 to the Airport Participation Project which increased the total ten percent (10%) project costs for the City from \$57,500 to \$67,000 (total engineering and design costs) due to an addition of an overlooked taxiway and cost of a windsock.

Since the Council approved the funding, all paperwork has been submitted to the State to begin the process. The City signed Amendment #2 to the Airport Project Participation Agreement in November 2014 which reduced the ten percent (10%) share of the design costs from \$11,000 to \$7,240 which the State has approved for the project.

The City sent its ten percent (10%) share (\$7,240) to the State for the design portion of the project. On December 12, 2014 City Staff, TXDOT Aviation, and O'Malley Strand Associates (project engineer) met in a pre-design conference at City Hall. Information taken from that meeting was used to draft the Preliminary Engineering Report (PER) for the Airport Improvements received in January 2015. The City and TXDOT Aviation have reviewed the PER and provided comments. The State has approved the Final Engineering Report (FER) for the Airport Improvements.

##### Update since May, 2015

The State has approved the engineering and design plans for the Airport and has requested its ten percent (10%) share (\$60,000) from the City on July 13, 2015 for the construction costs. Our Capital Improvements Program line item for this project only had \$40,000 (\$20,000 from City; \$20,000 from RAAPOA) in its account. We requested an additional \$10,000 from the RAAPOA and received the check on July 22, 2015. At this time the City is pulling the additional \$10,000 out of reserves to cover the difference and all paperwork/monies are in the process of being sent to the State. Improvements will still be on hold until September as last reported to the AAB.





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**MEMO**

To: Airport Advisory Board

From: David Harrell, AICP, Director

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**RE: Business Items 1 – 3**

These items will be discussed at the meeting.