



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, September 30, 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

CONSIDER THE MINUTES OF MAY 27, 2015

STAFF UPDATE

1. Obstructions Interrupting Instrument Landing Procedures.
2. Update to the 2008 Comprehensive Plan.
3. Airport Improvements.
4. Aviation Action Plan.

BUSINESS ITEMS

1. RAAPOA Update – POA Board Member.
2. Discussion of Board Member Issues.
3. Discussion and Presentation to have New Fuel Vendor for 100 Low Lead + Jet Fuel.
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.

Belinda Kneblick, Assistant 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
Airport Advisory Board (AAB)
Minutes of Regular Meeting
May 27, 2015

Board Members Present: Jim Orr (Vice Chairman),

Baron Carter,

Kris Dehnel,

Mike Hurosky,

Also present: D'Anne Gloris, Council Member

David Harrell, Development Services Director

No members of the public

Call to Order: The scheduled meeting of the Airport Advisory Board (AAB) was called to order at 7:00 PM with a quorum of Board members present in the City Council Chambers on Wednesday, May 27, 2015 by Vice Chairman Jim Orr per the published agenda.

Following the published Agenda:

1. Public Comments for Non-Hearing Related Items

There were no public comments.

2. Consent Agenda - Approval of the September 24, 2014, November 19, 2014, and January 28, 2015 Minutes

Approval of the March regular meeting minutes and the April special meeting minutes was moved by Mr. Carter and seconded by Mr. Hurosky. The motion passed without dissent.

3. Staff Update: - Provided by David Harrell, Development Services Director.

a. Airport Improvements.

- i. Mr. Harrell reported that the planned airport improvements are on hold until September when the Texas Department of Transportation (TXDOT) expects to receive additional Federal funds.
- ii. There was some discussion on brush cutting at the south end of the airport for fire protection.

- b. Obstructions Limiting Instrument Landing Procedures.
 - i. It was reported that David Maple is the new representative at the office of the Fish and Wildlife Services (FWS) with whom the City will need to interact regarding the land at the north end of the airport.
 - ii. FWS has agreed with the removal and/or treatment of obstructions by marking with lighting.
- c. Update to the 2008 Comprehensive Airport Plan
 - i. The Plan, intended to cover the environs of the airport, is in need of professional update. A Comprehensive Plan Steering Committee has been formed to review professional firms for this activity. The Committee has made a recommendation the City Council in favor of the Freese and Nichols firm, and is now working on the basis for a contract with the firm.
 - ii. On May 21, the City created the Comprehensive Plan Advisory Committee for providing information and advice to the firm. The Committee consists of thirteen (13) members from a cross-section of interests in the Airport. Representatives from the Rusty Allen Airport Property Owners' Association are Don Barthlow.
- d. Airport Overlay Plan.
 - i. Is on hold until September when the Texas Department of Transportation (TXDOT) expects to receive additional Federal funds.

4. Business Items

- a. RAAPOA Update. No POA member was present with a POA Update.
- b. Discussion of AAB Member Issues. No AAB Member issues were raised.
- c. The date for next AAB Meeting was established to be Wednesday, July 29, 2015.

5. Adjournment

Vice Chair Orr called for a motion to adjourn at 7:40 PM. This was so moved by Mr. Carter and seconded by Mr. Hurosky. The vote carried and the meeting was concluded.

Jim Orr, Vice Chairman

Kris Dehnel, AAB Secretary

On a motion by _____, seconded by _____,

the above and foregoing instrument was passed and approved this 30th day of September, 2015.



Development Services Department

STAFF REPORT

Date: September 23, 2015

PRESENTATION SUMMARY

History of Obstructions interfering with Instrument Landing Approach

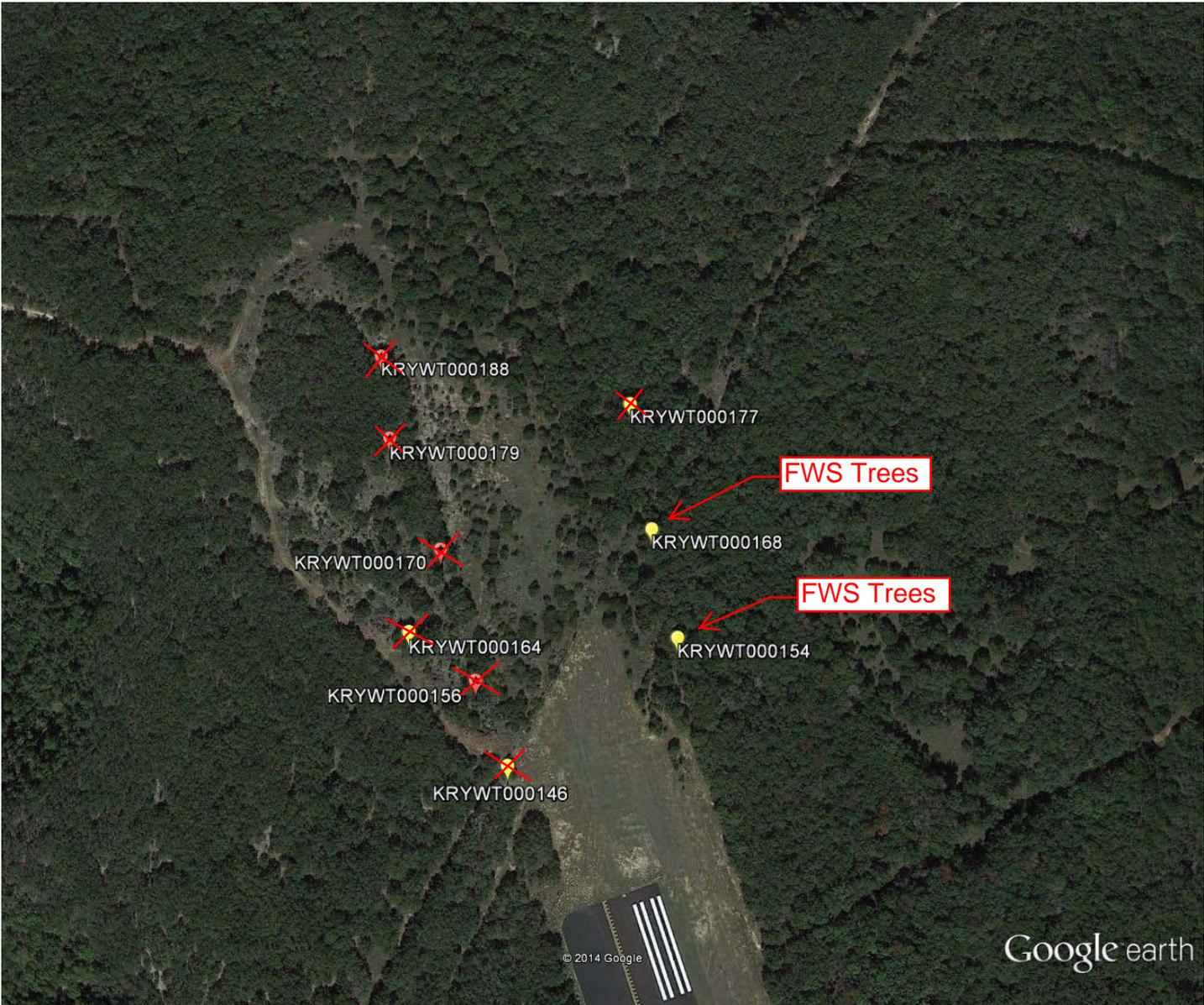
Over several meetings staff has brief the Airport Advisory Board on removal of several penetrations impacting both the TSS (20:1 surface) which affects the ability to land at night and the GQS which affect the vertical guidance (LPV). Staff has attached a map to the report which shows both yellow and 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. In consultation with Al Mastello with the FAA he had indicated the GQS has been restored to the Airport. Staff will attend a meeting with TXDOT Aviation along with Bill Calthorpe and Jim Awalt on September 29, 2015 and staff can provide additional information at the AAB meeting.



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: September 23, 2015

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 22nd, 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 21st, 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

The City Council approved the contract with Freese & Nichols (Consultant) at their August 20, 2015 meeting. Since this time Staff has been sending the Consultant data in order for them to start the Comprehensive Plan update process. They met with the Comprehensive Plan Advisory Committee (CPAC) on September 14, 2015 in order to discuss issues relating to the City and to set up the time outlines for the project.

On September 16, 2015 the Consultant and City Staff met with 70 students at Lago Vista High School in the afternoon and had the first Town Hall Meeting with 115 people in the evening. Both meetings were held at the Performing Arts Center. This public interaction will continue with another Town Hall meeting to be held at the K-Oaks Clubhouse on Bar K Ranch Rd. on October 26th at 7 P.M. The Consultant has also placed an interactive version of the survey from the previous public meetings on the City's website. These can be completed by the public and submitted via the City website at www.lagovistatexas.org.

The timeline for completion of the Comprehensive Plan update will be in May 2016. During this time City Staff, Planning & Zoning Commission, and CPAC will meet with the Consultant during the construction of the rough draft of this Plan. This rough draft will be brought back to a public Town Hall meeting for presentation and input. Eventually this Plan will be finalized and the Planning & Zoning Commission will recommend and the City Council will consider and adopt the new Comprehensive Plan. This will replace the 2008 Comprehensive Plan and 2009 Transportation Plan.

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: September 23, 2015

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 City submitted its ten percent (10%) share (\$60,000) from the City in August, 2015 to begin the construction process. The State has begun the process and a pre-bid meeting was held on September 23, 2015. Only two contractors showed up for the meeting. Our City will accept the sealed bids for the State until October 7, at that time the State will unseal the bids to award it.



Development Services Department

STAFF REPORT

Staff Update #4

Airport Action Plan

Date: September 23, 2015

PRESENTATION SUMMARY

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

Aviation Action Plan

Project History

This involves the City's attempt to update the Airport Master Plan. In consultation with TXDOT Aviation, they recommended creation of an Aviation Action Plan. This Plan would be covered under a 90/10 matching grant similar to the airport improvements. A Resolution committing funding to this project was approved by the City Council in August 2014 for a total of \$8,000. The State believes the full cost of this project to be \$80,000 and will be in full control of the project. There will be no required RAAPOA funding due to the agreement. Benefits of the plan include an updated document to formally direct the growth of the Airport and its surrounding environment.

The City has completed all the necessary paperwork associated with the ten percent (10%) portion and established a Selection Committee consisting of Don Barthlow, Bill Coltharp, and Jim Awalt in order to determine selection criteria, review qualifications and proposals of candidate firms, conduct interviews, if necessary, and select a firm for the award of the design contract, based on a consensus ranking by the committee members. This has all been submitted to TXDOT Aviation.

Originally TXDOT Aviation was to approve their portion of the ninety percent (90%) funding at their TXDOT Commission meeting in January, 2015 due to a release in federal funding.

Update since September, 2015

The project had been placed on hold since January, 2015 due to funding related issues at the federal level. Earlier this month, the State restarted the process. They have requested the City pass a new resolution committing its \$8,000 to the \$80,000 project. Council will hear the new resolution at a special meeting on September 29, 2015. Once passed City Staff will send the information to TXDOT Aviation in order to get the full funding request in front of their Commission in November, 2015.



**CITY OF LAGO VISTA
DEVELOPMENT SERVICES**

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MEMO

To: Airport Advisory Board

From: David Harrell, AICP, Director

RE: Business Items 1 – 4

These items will be discussed at the meeting.