

City of Lago Vista
Airport Advisory Board (AAB)
Minutes of Regular Meeting
January 20, 2016

Board Members Present: Don Barthlow (Chairman),
Baron Carter,
Linda Bush Warren,
Kris Dehnel,
Mike Hurosky

Also present: Dale Mitchell, Mayor
David Harrell, Development Services Director
Rodney Cox, Airport Advisory Board Liaison
Three members of the public

Call to Order: The scheduled meeting of the Airport Advisory Board (AAB) was called to order at 7:05 PM with a quorum of Board members present in the City Council Chambers on Wednesday, January 20, 2016 by Chairman Don Barthlow.

Following the published Agenda:

1. Election of Airport Advisory Board Officers for 2016

Chairman Barthlow called for nominations for officers for the 2016 calendar year. Ms. Warren nominated Mr. Barthlow for another year as Chairman and Mr. Dehnel for another year as Secretary. Mr. Barthlow nominated Ms. Warren for the office of Vice Chairman. The board voted on the nominations and approved each unanimously.

2. Public Comments for Non-Hearing Related Items

No public comments were voiced.

3. Consent Agenda - Approval of the Prior Minutes

Approval of the November 18, 2015 regular meeting minutes was moved by Mr. Carter and seconded by Ms. Warren. The motion passed without dissent.

4. Staff Update: - Mr. Harrell

a. Obstructions Limiting Instrument Landing Procedures.

Mr. Harrell reported that the City is coordinating with a surveyor (Walker & Partners) to identify trees on land owned by the office of Fish and Wildlife Service (FWS) which still need to be topped. Projected timeframe for completions should be by about the first of March, 2016. Upon completion, AOPA (Aircraft Owners and Pilots Association) may be enlisted to help reinstate the approach.

b. Update to the 2008 Comprehensive City Plan.

Mr. Harrell reviewed the timeline and results of the recent Comprehensive Plan Advisory Committee (CPAC) and Town Hall meetings. Resulting from these meetings and related surveys, the expected timeline is (was):

- i. December, 2015 - Completion of online surveys for public opinion
- ii. January 20, 2016 - Rough draft of Plan received
- iii. January 26 - CPAC meeting planned to review feedback
- iv. February 23 - Town Hall meeting for additional public input
- v. March – final CPAC meeting to rank top priorities and make recommendations to the City Planning & Zoning Committee
- vi. May – approval of the Plan by City Council

c. Airport Improvements.

- i. Mr. Harrell reported that Lone Wolf began construction on the Southwest taxiway on December 11, 2015, in the initial phase of the Capital Improvement Program (CIP). This work was expected to continue for several more weeks.
- ii. The numbering of the runways is now expected to remain 15-33 due to the time needed in the Federal Aviation Administration (FAA) to process a change in the designation.
- iii. The runway is expected to be closed for construction work approximately January 25-28, 2016. The closures will be posted on the City website and their social media news feeds.
- iv. Some damage to the east taxiway has been noted due to the concrete trucks in the work already underway. Mr. Harrell asked for any other damage to be reported to him.
- v. Mr. Harrell noted that since the TxDOT recommendation was made to install concrete in the southwest taxiway, the Airport Property Owners' Association (RAAPOA) would need to contribute their share of the additional budget (see minutes of AAB, November 18, 2015).

d. City Aviation Action Plan (AAP)

- i. Mr. Harrell reported that TxDOT has received matching money from the FAA for completion of the \$80,000 contract for revising the AAP (see previous minutes for details).

- ii. A Consultant Selection Committee has been formed, to include Mr. Harrell and Mr. Awalt, to rate and recommend to the State a suitable consulting firm.
 - iii. Requests for Quotes were sent out, and by January 12, five submittals had been received.
 - iv. The target date to have information back from the Committee is February 1, 2016.
- e. Fuel Vendor
- i. Mr. Harrell acknowledged that the current fuel contract has expired, and that the fuel equipment will need to change if the fuel vendor is changed.
 - ii. There was discussion on the financial arrangements with the fuel vendor, with the possibility of adjusting the lease rates or imposition of a fuel surtax on the fuel delivered.
 - iii. Mr. Harrell has received several sample RFQ contracts. He will draft an initial RFQ contract from the samples and bring it before the AAB.
 - iv. If a move of the fuel location is proposed, the AAP will need to designate the location and a budget for a CIP would need to be formulated for the location.
- f. Wire Marker Balls
- i. Mr. Harrell reported that several marker balls were installed at no cost to the City after a meeting with Pedernales Electric CoOp (PEC) on December 4, 2015.

5. Business Items

- a. New Members for the AAB.
- i. In the January 7 City Council meeting, the appointments to the AAB were tabled.
 - ii. On January 14, the City Staff and liaison recommended Mr. Kurt Tessnow and Mr. Andrew Pennington out of nine applicants to fill the two Alternate positions nominated by the City.
 - iii. The RAAPOA nominated Mr. Jim Awalt and Mr. Brian Carlson to fill the two positions nominated by the POA.
- b. RAAPOA Update.
- i. Ms. Warren noted that the invoices for POA dues had been sent to the membership.
 - ii. Ms. Warren reminded everyone of the April 9, 2016 RAAPOA Annual Meeting, to be held in Rex Womble's hangar. An FAA safety presentation is to be held afterwards.
- c. Discussion of AAB Member Issues.
- i. Damage due to the CIP construction and possible recourse was discussed.
 - ii. Mr. Dehnel noted that some of the signage around the Airport was becoming faded, and provided Mr. Harrell with pictures as examples.
 - iii. There was some discussion on the existing windsocks. Several on personal hangars were no longer functional, and the lighted windsock is no longer

reliable due to the adjacent hangar recently constructed. The AAB is asking the City to look for opportunities to move at least one of the windsocks to a location where it would be functional. Mr. Harrell agreed to pursue this effort.

- iv. It was noted that the official Airport name on the charts has been changed to Lago Vista – Allen. Any changes to the signage should reflect the official name, and pilots should start using this name for uniformity.

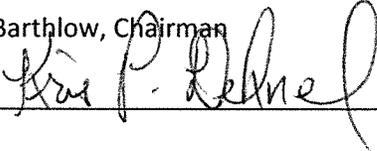
- d. The date for next AAB Meeting was established to be Wednesday, March 30, 2016.

6. Adjournment

Chairman Barthlow called for a motion to adjourn at 7:49 PM. This was so moved by Mr. Carter and seconded by Ms. Warren. The vote carried and the meeting was concluded.



Don Barthlow, Chairman



Kris Dehnel, AAB Secretary

On a motion by LINDA WARREN, seconded by W. ANDREW PENNINGTON, the above and foregoing instrument was passed and approved this 30th day of March, 2016.