

December 10, 2022

Lakeway Airpark Board Meeting – Proposed Minutes

Meeting called to order at 9:30am by Phil Thompson, President

Board Members Present: Phil Thompson Pat Hall Scott Epley Erik Mulloy Mike Torbett
Bill Gunn Josh Cobb

Quorum Reached

Members/Attendees Present: Terry Priestap Dalton Knoderer Willis Jeffreys David Neubert
Keith Durio Robert Turchan Sam Lynch Jeff Klaas
Bill Kulpa Mike Collier Matt Sherman Jean Thompson

Secretaries report – Josh Cobb

- The December 10th 2022 meeting agenda was presented and approved by the Board.
- The November 12th 2022 meeting minutes were presented and approved by the Board.

Financial report – Scott Epley

- Report on finances: \$289K balance
- Tax filings and other paperwork is up to day. Mike Torbett requested that a copy of our tax filing(s) be sent to the Board and Scott Epley said he would – Scott E.
- Update on Audit – no progress.
- Report on QR code stickers - Josh & Jeff and Erik. Erik does not have the QR code ready yet.

Maintenance update – Pat Hall

- Workday items list: FOD walkdown of runway. Found a screw and found ants digging into cracks in runway.
- Pat also reported that a new keypad was replaced on the fuel pump under warranty.
- Replace fuel pump hose. (and handle inspection) was discussed. Rebel will charge \$3800. Unanimous approval by the Board.
- Pat reported that the irrigation is turned off for the winter and asked if we had gotten reimbursed for landscaping costs that we paid for but that are the hangar HOA responsibility. Answer was: not yet because Scott E wanted clarity and will now invoice for the HOA % of it and also remind the HOA that they asked us to fix it - Scott E. & Phil T to draft and send letter and invoice.
- Bill Gunn suggested there be an automatic light switch installed for the outside bathroom to prevent the light from being left on all night – Pat Hall

Social committee / Community relations – Josh Cobb

- December 8th: Chamber visit was a success. 40 attendees. Education on the Airpark and GA in Texas. Financial benefits, safety and being good neighbors. Very positive.
- Saturday December 17th: Kids bday party @ noon-3pm. (Jan 2nd 2023 update: Tommy Harper brought his plane over. Mom and dad were very happy.)
- When the April 2023 Airpark Open House starts again, the first one will be a big one and a pancake breakfast.

Airpark safety update – Bill Gunn

- We reviewed the incident flow sheet & discussed the revision of emergency action plan. Next step is one more final set of changes and review in Jan 2023.

Old Business

- Hangars 5 & 6 Updates – Phil Thompson covered CPI provision for the annual ground lease which we want to adjust for in 5 years for both buildings. Developer asking to have it waived for some # of years (unclear) and we are pushing back on that. Cory Bull is doing engineering work for the developer. Mike Collier asked about ingress/egress of construction equipment and the need for getting commitment from developer to repair/replace any damage to the area/ingress/egress areas.
 - Mike T asked some questions/comments, including:
 - How is fair market value for ground lease determined? Answer: they are paying 2x current Hangar HOA ground lease, have to pay for landscaping (unlike current HOA) and have CPI provisions for adjusting.
 - Restrictions on hazardous storage, fuel storage, etc.
 - Storm water retention ponds; it was then noted that they are the sole responsibility of the Airpark

- Committee Chair Progress Updates

- **10 Year Capital Plan Committee** Mike Torbett and team to provide an update.
 - Lengthy and detailed discussion about crack sealing the runway; measurement, quotes, volume discounts, methodology, planning over time, measuring crack seal growth over time, etc. It was agreed to add Crack Seal as a separate agenda item for Jan 2023 meeting.
 - Discussion about a study done for the Airpark by KSA about 5-10 years ago for cost of \$5-10K
- **Revenue Enhancement Committee** Erik and team to provide an update.
 - Need the QR code completed.
- **Condo hangar lease review Committee** Neil and team to provide an update.
 - Phil T: Move to a 1 lump annual fee // Phil T: do not tie ground lease to 90% of hangar tie down fee
- **Bylaws review Committee** Bill and team to provide an update.
 - Bill Kulpa will move forward with Phil T and Eric Taub to talk and finalize the proposed new bylaws

New Business

- Jeff Klaas is looking for a bandsaw to cut ramp chocks. Sam Lynch offered to help – Sam
- Willis Jeffreys (107 Triton Ct) presented plans to widen the bottom of his taxi-way (over the culvert area) to reduce the chance of his wheels going into the culvert by accident. He wants to add 4' to each side. Board has no issues and advised Mr. Jeffrey's to get proper city approval/permit, if needed.
- Late take off letter was drafted by Phil T to send to registered aircraft owner. It was a transient aircraft that took off 4 minutes after the end of civil twilight. The mayor has said the city is issuing a ticket and pursuing legal action against the pilot. Phil T says we need a template for letters of this nature. Josh will create and upload to the airpark g drive – Josh
 - Erik Mulloy pointed out that an enforcement plan does not exist despite being promised by the city council and that enforcement was contingent on an enforcement plan, which the Airpark has not seen. It was suggested to form a 3R9 committee and submit a draft enforcement plan to get the ball rolling.
- Phil T mentioned that we had received a complaint about Sam Lynch's yard facing the runway and Sam committed to getting it cleaned up. Sam.
- Bill Kulpa asked about changing the door code and a discussion ensued by no firm commit to change yet.