

August 12, 2023

Lakeway Airpark Board Meeting – Minutes

Meeting called to order by Pat Hall at 9:36am

Board Attendees: Pat Hall Jeff Klaas Jeff Brinkman
Josh Cobb
On phone: Phil Thompson Erik Mallow Scott Epley.

Quorum reached

Meeting Room Attendees: Sam Lynch Terry Preistap Bill Kulpa Robert Turchan
Mike Torbett Gerry Ward Bill Gunn

Secretaries report – Josh Cobb

- The August 12th 2023 meeting agenda was presented and approved by the Board
- The July 8th 2023 meeting minutes was presented and approved by the Board
- Community Relations Report
 - Review neighbor info packet. Glossy 2 sides 4 color tri-fold brochure text and format reviewed. Some input and corrections. Josh will get and 2nd final draft done and shared with Board. Then print and mail 1000. TTL cost to Airpark for postage estimated at \$350. Josh will cover printing cost.
 - Lake Travis Film Festival presented the movie (“Airplane!”) using their screen, tables and chairs in Hangar B2 on Friday, August 11th // Successful even, 60 attendees. No issue.
 - Web Site & Facebook Update (stats) & eMail Server Update // Josh shared stats and asked for more people to post to Facebook.
 - Jeff Klaas mentioned he gets a call a day on average from phone and phone messages re: airpark and items that are also posted on the web site.

Financial report – Erik Mulloy gave an update and shared the financials. Alpha came in just under \$44K // Erik M made a motion to approve up to \$1500/yr spending for combined cost of online accounting software and membership management software. Unanimous approved. Josh and Erik to meet and discuss.

Maintenance update – Pat Hall

- Workday items list update: FOD on runway this morning.
- Pond Inspection letters and status: We are up to date. LCRA is controlling authority. Every 1x per year engineering firm does the inspection. Engineering company bills us each year. // Andrew Travino is a licensed engineer and offered to free inspections for the Airpark. Pat will consider following up.
- Discussion re-painting over the crack seat coat. Erik against (to save money). Phil is supportive but not rigid about it. Deferred.
- Discussion about alligatored areas from Mike Torbett and suggests that the Airpark works to seal it up ourselves. Pat asked Mike T to look at alligatoring near Ed Le Blanc’s house as there is a “different kind” of alligatoring over there. Bill Kulpa explained examples of self-repair efforts and results.
- Pat discussed customers who overpaid for fuel and a plan to give a “fuel card” to those who complained.
- Bill mentioned a lot of piles of dry brush. Pat: who would be the owner of this? Work day in Sept / team effort or ?

Social committee – Scott Epley

- Open House Schedule for 2023:
 - Saturday, August 12th, 8:30 – 9:30am
 - Saturday, September 9th, 8:30 – 9:30am
 - Saturday, Oct 14th, 8:30 – 9:30am [FINAL for SEASON]
- Dinner Social event // Scott is targeting Tuesday nights. August 29th at the Grove. 5:30pm socialize and then dinner at 6pm. // For September Tulum Tues Sep 19th, 5:30 social and then dinner at 6pm // Tues Oct 10th at Steiner. 5:30pm socialize dinner at 6pm.
- Fall Airpark Movie Night // Oct 21st. Scott will run in Hangar B2. Arrive at 7pm.
 - Board agrees to buying a blow up movie screen (upt \$300) and Josh will donate \$150 to it. Scott

Airpark safety – Jeff Brinkman

- Jeff did not have any items to discuss re: Safety Items

- FAA / NRA Letters // Part 77 requires us to file our airpark. Primary zone is 250' on each side of runway centerline. All our buildings are within 250'. Our way out of this is to put it into the AF/D. So these letters are expected but not needed to be actionable other than maintain our notifications to pilots and file with FAA for Part 77.

Old Business

- Hangars 5 & 6 Updates: Jeff Klaas says they mowed the grass, moved the porta-potty out of view and dumped 10 yards of bull rock. // Phil mentioned a comm from fire department about fire hydrant locations. We do not want them close to the taxiway and there is already a fire hydrant 100 feet from the proposed new one. We are OK with a new fire hydrant, just not obstructing taxi clearance area.
- Committee Chair Progress Updates:
 - **Revenue Enhancement Committee** // Erik Mulloy will circulate committee recommendations this coming week.
 - **Condo hangar lease review Committee** // Niel Olufsen was not in attendance. Phil does not have an update. Niels has a draft which basically mirrors the 5&6 lease and Niels is working with condo 1 HOA to get buy in.

New Business

- Runway Access Agreements Discussion (format, timing and roll out) – Board waiting for membership
- Review latest drafts of the Condo 1 Lease Agreement – Phil T.
- Review drafts of Tie Down Lease and Hail Shed Lease agreements – Josh did draft and will send out to Board.
 - Refer to bylaws for pricing
 - Max x months of vacancy if no airplane
 - Gerry Ward asked about holding onto an unoccupied lease and for how long and Josh explained Board needs to discuss.
 - Gerry Ward asked about how we manage the number of leases vs. transient and Josh explained.
 - Mike T: get ready for total eclipse in April 2024
- Review Member Subscription Services software (SaaS, capability and cost) – Josh and Erik to work on it.
- Board voted that future Board meetings should be held four times per year with additional mtgs as needed. The schedule for these each year would be:
 - 2nd Saturday of September @ 9:30am
 - 2nd Saturday of December @ 9:30am
 - 2nd Saturday of March @ 9:30am
 - 2nd Saturday of June (Annual Mtg, start time TBD)

Note: Josh to look at vectored approach.
 Discuss peak capacity for ramp and grass at next meeting
 / Use Gmail for Brinkman

Meeting Adjourned 10:45am
