

October 8, 2022

Lakeway Airpark Board Meeting – Approved Minutes.

Meeting call to order at 9:31am – Phil Thompson, President

Board Members Present (Quorum reached):

Phil Thompson Pat Hall Scott Epley Erik Mulloy Josh Cobb (via phone)

Members/Visitors Present in room:

Bill Kulpa Bob Turchan Jeff Brinkman Jean Thompson Kimberly Mulloy Gerry Ward
Paul Carroll Neil Olufsen Jeff Klaas Phil Grgurich Sean Wangnick Andy Trevino

Secretaries report – Josh Cobb

- The October 8th 2022 meeting agenda was presented and approved by the Board.
- The September 10th meeting minutes were presented and approved by the Board.

Financial report – Scott Epley

- Report on finances was given.
- Update on transition plan and training of Treasury duties. Work in progress.
- Report on QR code stickers - Josh found some, ordered them but they do not work as expected. Ordering a new batch.

Maintenance update – Pat Hall

- Fuel Flip Sign replaced by Phil Thompson with help from Tommy Harper.
- Irrigation system 3 sprinkler heads needed replacement. Status: Pat explained that the entire irrigation apparatus around the quad hangers needs a full review. Risers are broken, sequencing is not right, heads are broken, etc. He is getting a quote.
- Landscaping service update: Pat is still looking for a provider after 3 candidate companies have passed taking on the job. Board agreed to compensate Tommy Harper whose personal mower was damaged while he mowed for free. Should be around \$600 to fix/replace.
- Workdays restart at 8:30am on Saturday Nov 12th before the Board meeting. Metal Edging on the list. Pat explained he would ask Cory for his trailer.

Social committee / Community relations – Josh Cobb

- In person attendees mentioned that the Final 2022 “Meet the Airpark, Meet a Pilot” program or 2022 happened this morning (Oct 8th) was well attended and a success. Restarting in April 2023.
- Fall Movie Night. Sat Oct 22nd. 6pm set up. 7pm Arrive. 7:15pm start movie: “Planes: Fire & Rescue” was discussed. Scott will play the movie from his laptop. Josh’s neighbor is bringing sound system and pizzas will be ordered again from Craig Os.
- Board dinner November 16th @ 6:30pm. Board members + 1. Verdes Mexican on Hamilton Pool is confirmed by Josh with the Board and the restaurant.
- Josh met with member of the Chamber of Commerce and planned a December 8th Chamber visit at the Airpark, expecting about 15 chamber members who will tour facility and be presented info on the benefits of the Airpark to Chamber members (and vice versa) // Saturday December 17th: Kids bday party on front porch.

Airpark safety update – Bill Gunn

- Frame was built by Mike Torbett for signage for installation opposite the ramp “T/O OR LANDING ONLY 1 AIRCRAFT ON RWY” – The Board thanks Mike for this. Installation decision was deferred by the board. Board has repeatedly discussed and approved the installation and net benefit of this sign. Continued concerns from certain quarters about the sign, including: “not airport standard marking”, “pilots should know the message already, etc”. However, the benefit of the sign has been articulated at length (Airpark liability and sightings of 2 aircraft on runway [albeit safely] on several occasions over the years and the Airpark lacks a direct line-of-sight from one end to the other end for aircraft facing opposite directions [ex: ca;m wind day], for instances where there may be: back-taxiing before or after landing, not using radio properly, using run up during another aircrafts take off or landing, etc). This sign is intended to be a stark, visible reminder for tracking flowing onto the runway from the ramp, especially transient traffic.

Old Business

- The Board agreed to table the discussion of a vendor for charging landing fees. Name, basic structure of a deal, potential benefits, due to low number of turbine aircraft that land at Lakeway / lack of clear numbers here / disagreement on how many land.
- A discussion of the status of hangars 5 & 6 was had. Haitham Dawlet has agreed to a draft ground lease for these proposed 2 new hangars. Key terms are:
 - Create a new HOA for these two hangars, but largely reuse the language and terms of the HOA for hangars 1-4.
 - \$8000/yr for each (\$16K total), which is about 2x current ground lease of existing hangars.
 - Hangar 5 would be a quad hangar with four bays just like existing 1-4 quads but with slightly wider openings.
 - Hangar 6 would have the same footprint as hangar 5 but consist of one large open space (vs. 4 separate bays).
 - The footprint and “look and feel” of hangars 5 and 6 will closely match 1-4.
 - All site planning, permitting and capital construction costs (estimated to be \$2M+) would be borne by Haitham, not the Airpark.
 - To get the approval, the city will require major drainage work below the build side and installation of a large pipe under the right-of-way (easement) between Erik Mulloy and Jeff Klaas’s houses. This requires permission from (at least) Erik Mulloy. This is expected to solve the occasional flooding and yard damage to homeowners on Blue Jay caused by rain runoff from this part of the Airpark.
 - The Airpark would have first right of refusal to buy each of the bays (as they come up for sale) at the time the 2nd owner decides to sell it (1st owner = Haitham, 2nd owner would be whomever Haitham initially sells each of the four bays to and also include whomever he sells hangar #6 to).
 - It was decided to give Haitham permission to proceed with the process of building, engage the city, etc. Phil executed this document with consent of the entire board present for the meeting.
- Committee Chair Progress Updates

Each committee to outline the areas or actions they are working on as well as provide the committee members for our records

- **10 Year Capital Plan Committee**

Mike and team to provide an update.

- Mike was not in attendance at the meeting but provided an Alpha update via email after the meeting. Included here for reference:

Mike met with Alpha Paving in early September to give them the opportunity to assess the state of the airpark’s asphalt and subsequently have them prepare estimates for maintenance and remediations.

The Airpark asphalt can be looked at as 3 separate areas: the runway itself, the ramp area and the hangar/taxiway. Total asphalt area is approximately 500,000 square feet . The runway area is 276,000 square feet with the ramp, hangar area and taxiway making up the remainder of the square footage. These areas were installed at different times, have different rates of wear and degradation and are at different points in their useful lives.

Alpha estimated the runway had 3 to 5 years of useful life remaining. I had read about some quantitative methods for determining the end of life. These methods typically involved determining how extensive cracking had become and how much of the surface was affected by allegatoring. Alpha did not utilize quantitative methods but said in general they would determine this by visual inspection. The Ramp area was in general in good condition with some cracking present. The runway was generally in good condition but was exhibiting fairly extensive cracking which they said should be addressed by crack sealing. There were also some limited areas exhibiting allegatoring. The seal coat was still in good condition and Apha felt it did not need attention at this time. Useful remaining life on the runway was estimated to be 3-5 years. Estimated remaining life on the ramp was 10-15 years.

Typical useful life for asphalt as described in the literature is 25 years. Alpha's estimates are consistent with a 25 year useful life. The runway was last resurfaced in 1999 and the ramp in 2009 I believe. The cost estimate for milling the runway and then installing a new 4” layer of asphalt is \$1.4 million for the runway remediation. The crack sealing estimate is \$67,000. The crack sealing should be performed in fairly short order as the cracks allow water to penetrate to and degrade the sub base causing accelerated and more widespread damage. We should consider moving ahead with the crack sealing in a timely manner.

The committee’s next step will be to fold in the additional anticipated asphalt maintenance costs over the next 25 years and other any other potential “non-routine” items and provide a time line of those expenditures. We will plan to have that available by the November meeting.

- **Revenue Enhancement Committee**

Erik and team to provide an update.

- Discussed worksheet spreadsheet
- Brought income estimates for Hangar 5 & 6 to discuss needed annual revenue target to have enough funds for Airpark operations and Maintenance.

- **Condo hangar lease review Committee**

Neil and team to provide an update.

- Discussed proposed changes to hangar lease.
- Neil brough copies for us to review.
- Next steps are to work with legal/attorney for review.

- **Bylaws review Committee** Bill and team provided an update.
 - General update and Legal review are next steps.

New Business

- The status of city enforcement committee/group discussions was had and it was determined that Phil would be point and select other members and/or members of the original AV committee as needed.