

September 9, 2023

Lakeway Airpark Board Meeting – Proposed Agenda

Meeting called to order at 9:34

Board Attendees: Phil Thompson, Jeff Klaas, Pat Hall, Scott Epley and Josh Cobb

Quorum: Reached.

Meeting Room Attendees: Sam Lynch, Mike Collier, Bill Kulpa, Robert Turchan, Scott

Secretaries report – Josh Cobb

- The September 9th 2023 meeting agenda was presented and approved by the Board – Approved.
- The August 12th 2023 meeting minutes to be presented and approved by the Board – Approved.
- Community Relations Report
 - Review final draft of the neighbor info brochure and approve printing and mailing. The cost to the airpark for printing and mailing will not exceed \$500. 1500 brochures will be printed and approx 1000 mailed out to neighbors around the airpark within an approx 1 mile radius. The remaining 500 can be used to hand out to interested parties such as: realtor offices, chamber of commerce, visitors to the Airpark.
 - Josh is also planning to reach out to nearby airports in 2024 and create a small “Lake Travis” airport support network. Josh also is point now for AOPA ASN for the Airpark.

Financial report – Erik Mulloy

- Update on Finances was narrated by Jeff Klaas. Nothing remarkable. Jeff discussed pricing for soda machine moving to \$2.00 and why he keeps the soda inventory high.
- Question from Robert Turchan asked how many gallons per quarter. Phil mentioned about 3000 gals per month. Varies a lot by weather. Robert asked ratio of members fuel sales vs. transient sales.
- Update on QB online + Membership software (w/Josh) – Josh gave an update. Trying to QB online new feature for membership management.

Maintenance update – Pat Hall discussed recent bills, deferred maintenance: irrigation, replaced RPC and sprinkler heads, fuel pump hose and nozzle and fuel meter. We continue to have (intermittent) the reader will not accept a card and needs to reset the QTPod machine. If Pat not around to reset, do a hard reset from the breaker on telephone pole on Flying Scott. Please lower the cover if you see it up.

Crack seal did a great job and in the Fall, Pat is going to get some quick patch and we can do a “work day” to put some patches on the runway and taxi-way, esp south end (grass spots).

Jeff Klaas discussed: photos that LeBlanc sent re: shallow ditch and water runoff over runway on south end. Sam Lynch offered his backhoe and Bill Kulpa also offered his tractor. Needs a lead, who is: Pat and when is: October on weekend after our next pilot meeting, early in the morning.

Bill Kulpa mentioned that Earl from the MUD might have a leak back on the Southeast side of runway... green spot. MUD investigating. Between taxiway and runway.

Social committee – Scott Epley

- Open House Schedule for 2023:
 - Saturday, September 9th, 8:30 – 9:30am successful open house. About 75 people.
 - Saturday, Oct 14th, 8:30 – 9:30am [FINAL for SEASON] // Sam Lynch will be point and get donuts and manage safety.
- Dinner Social event // For September Vaccaro's in Steiner Ranch Tues Sep 19th, 5:30 social and then dinner at 6pm // Tues Oct 24th at Steiner. 5:30pm socialize dinner at 6pm.
- Fall Airpark Movie Night // Oct 21st. Scott will run in Hangar B2. Arrive at 7pm.
 - Status of screen purchase: Scott is buying the screen this week.

Airpark safety – Jeff Brinkman

- Lost car on runway, Tom found him and talked to him Driver very apologetic. – Closed.
- Plane at end of runway for more than 10 minutes at departure end. Note to be emailed out – Josh
- Improved signage to prevent cars from parking & driving around the ramp.

Old Business

- Hangars 5 & 6 Updates – Phil and Jeff K met with engineer (1-2 wks ago) and commented on a few small changes for eng to make. Pre-build conference is upcoming, and we are invited. Phil to reach out again. Phil to get a large set up plans. Phil has a PDF of the plans. Lots of landscaping and water management.
- Committee Chair Progress Updates:
 - **Revenue Enhancement Committee** // Erik Mulloy was not in attendance, but Phil is going to ask him for his analysis. Time to get this done. ASAP.
 - Josh walked through Vector for billing turbine landing and perhaps large pistons – and overnights.
 - **Condo hangar lease review Committee** // Niel Olufsen not in attendance. Phil will connect and try to get this moving. Need to complete this work ASAP

New Business

- Runway Access Agreements Discussion (format, timing and roll out)
 - Bill Kulpa will send to Josh and Josh will send out to *everyone* who needs to sign.
- Decide when to start using the new Tie Down Lease and Hail Shed Lease agreements.
 - Now: Send to all existing ramp tie down and hail shed lease (to Robert Turchan)
- Discuss definition of “peak capacity” for asphalt and grass. Review logic.
 - Math is good.
 - Only one good spot for King Air’s. They take up a lot of space.
 - Discussed new driveway entrance into parking lot.

Meet adjourned at 10:48am
