

January 14, 2023

Lakeway Airpark Board Meeting – Proposed Board Minutes

Meeting called to order by Pat Hall, Vice President at 9:30am

Board Members Present: Phil Thompson (phone) Pat Hall Erik Mulloy Bill Gunn
Josh Cobb Mike Torbett

Quorum Reached

Members/Attendees Present: John Reinschmidt Sam Lynch Steve Smith Matt Sherman
Kevin Bell Gerry Ward Chip Freitag Robert Turchan
Bill Kulpa Jeff Klaas

Secretaries report – Josh Cobb

- The January 14th 2023 meeting agenda was presented and approved by the Board.
- The December 10th 2022 meeting minutes to was presented and approved by the Board.

Financial report – Scott Epley

- Report on finances was provided by Erik Mulloy as Scott was on vacation.
 - Property tax bill was paid: \$10,813 // \$261K balance on hand // \$5K retainer with Taub to assist with bylaws drafting/review. // \$5139 spent to renew property and fuel tank insurance.
- Update on Audit: No update given as Scott was not at the meeting
- Report on QR code stickers - Josh & Jeff and Erik: Josh was tasked with getting it set up with Wells Fargo/Zelle

Maintenance update – Pat Hall

- Workday items list: FOD walk on runway was completed
- Phil to send a letter to HOA Condo 1 Ed Ragan with invoices for sprinkler repairs (5 invoices totaling about \$5K) to reimburse the Airpark. Letter to be sent Jan 14th.
- Outside bathroom automatic light switch install update – Bill Kulpa volunteered to install a solution (has since completed the work. Thank you Bill).
- Ant treatment into cracks I asphalt again (Pat Hall) // Gouge in runway found (12" x 2") and will be addressed, not a safety issue //

Social committee / Community relations – Josh Cobb

- Social media outreach update was given by Josh: going well, Facebook, web site, etc.
- Web Site update: domain name donation from Gerry Ward (lakewayairpark.com). Thank you Gerry!
- Neighbor engagement: Josh proposed that he build a Neighbor of the Airpark packet that can be mailed, dropped off or emailed. Board agreed. Josh will draft and present.
- Pancake Breakfast and 1st Open House of the year will be Saturday April 15th 8am to Noon (arrive at 7am for set up).

Airpark safety update – Bill Gunn

- Review of revised accident / incident flow sheet; discussion of revision of emergency action plan small revision since last discussed in Dec 2022. Board approved. Adopted. Put on web site.

Old Business

- Hangars 5 & 6 Updates – Phil Thompson let the Board know that the ground lease draft is being reviewed by Eric Taub, Attorney. Costs of this review is to be borne by the developer, who has agreed to that.
- Committee Chair Progress Updates
 - **10 Year Capital Plan Committee**
 - Mike mentioned KSA engineering did a 2011 analysis of long term expected costs for the Airpark to plan for. Mike is getting a new quote from KSA to repeat this. Likely will be \$7-8K. Can get us a proposal before Feb Board meeting so the Board can vote y/n.
 - Alpha paving is \$0.43/linear foot for crack sealing // Mike reached out to other companies and only 1 got back to him Lonestar Paving who is coming out to do an estimate.
 - **Revenue Enhancement Committee**
 - Waiting for 10 year committee

- **Condo hangar lease review Committee**
 - Neil not present. Need to re-engage with Neils – Phil Thompson
 - 3R9 wants a single bill they can send to Condo 2, not individual hangar billing.

- **Bylaws review Committee**
 - Attorney delays. Need to fix this. Taub to be reached, etc.
 - Phil to share sense of urgency with Taub - Phil

New Business

- Discussion: Airpark NOTAM & Web Site published rules re: Sunset to Sunrise, vs. “Night Operations” (FAA and City Ordinance). We are keeping the web site and NOTAM to read: “Sunset to Sunrise” to buffer the Airpark for now as the board voted 4 to 2 to keep as is.
- Jeff Klaas agreed to take over and run the July 4th Parade Float for the Airpark with his wife Angie and volunteers.
- The date for our annual meeting in 2023 will be: June 10, 2023 @ 9:30am. Lakeway Activity Center is the planned location.
- There is a “derelict” plane on the ramp. Suggestion is to notify and have their lease ended. Ramp Check lead will do this.
- We need to add a “NO HOT FUEL” sign to the fueling area. Pat Hall
 - Josh also updated the web site to say the same.
- Turbines are not paying as they should be. Total collected 2022: \$2275. Transient airplanes & Parking fees are the same line item (no breakout) and show \$2516. Some discussion about raising Turbine landing fees to \$70 each plane (regardless of # of engines). Mike and Josh are supportive of contracting with automatic billing company for 1 year. 99% collection rate.