

**MINUTES OF THE
AIRPORT ADVISORY BOARD FOR THE CITY OF LAMPASAS
WEDNESDAY, FEBRUARY 12, 2020
JACK CALVERT MUNICIPAL BUILDING BOARD ROOM
302 E. THIRD STREET, LAMPASAS, TEXAS
6:00 P.M.**

The Airport Advisory Board for the City of Lampasas met in regular session on the above date with Chairperson Ken Cattles presiding:

Airport Advisory Board Members Present:

Ken Cattles
George Elsea
Robert Lansford
John Fingerhut
Kevin Smith
Mike Watson

Airport Advisory Board Members Absent:

Mark O’Hair

City Staff Present:

Finley deGraffenried, City Manager
Jessie Acosta, Parks Superintendent
Vicki Tower, Assistant City Secretary

REGULAR SESSION

I. Call to order

Chairperson Cattles called the meeting to order at 6:00 p.m.

II. Open forum for citizen comments and questions (limited to five (5) minutes per person)

There were no citizen comments.

III. Discussion and possible action concerning approval of the minutes dated January 8, 2020

Board member Lansford moved to approve the minutes. The motion was seconded by Board member Elsea and with a unanimous vote, the motion carried. (O’Hair absent)

IV. Discussion and updates regarding airport maps

Finley deGraffenried, City Manager, reviewed airport maps with the Board.

Topics of discussion included:

- Zoning
- Altitude safety restrictions
- Land Use Regulations

V. Discussion and possible action regarding outstanding airport projects

Finley deGraffenried, City Manager, reviewed outstanding airport projects with the Board.

Topics of discussion included:

- Runway resurfacing project – should be done in the Spring of 2020

No action was taken.

VI. Discussion and possible action concerning TXDOT Airport Projects

Finley deGraffenried, City Manager, discussed TXDOT Airport Projects with the Board.

Topics of discussion included:

- Airport Terminal – suggested possible office space and meeting room
- Runway extension
- Need side stripes for runway
- Suggested possible Airport Manager

No action was taken.

VII. Discussion and possible action concerning drainage trenches at the south end of runway

Finley deGraffenried, City Manager, discussed with the Board, the drainage trenches at the South end of the runway.

Topics of discussion included:

- Drainage trenches at the South end of runway are a safety hazard
- Material needed to cover drainage trenches is already at the Airport but we will need a tin horn though
- Will need to check with TxDOT and the FAA before covering the drainage trenches to make sure it is allowed

No action was taken.

VIII. Discussion and possible action regarding Airport Operating Budget

Finley deGraffenried, City Manager, reviewed the Airport Operating Budget with the Board.

No action was taken.

IX. Discussion and updates regarding Airport Maintenance and Daily Operations

Jessie Acosta, Parks Superintendent, discussed Airport Maintenance and Daily Operations with the Board.

Topics of discussion included:

- The rotating beacon is still on during the daytime. Acosta said the repair technician is stuck in Oklahoma, but he will check on getting another technician to repair it.
- Card reader at fuel pump is still not working properly and needs to be repaired or replaced. Acosta said that the card reader company is no longer using this model, but that we can upgrade. Acosta said that the notifications were being sent to Micky Tower’s old e-mail address, so they were not receiving the notifications regarding the card reader.
- Card reader needs to be repaired or replaced as soon as possible – being unable to get fuel is a safety issue – Acosta said he would follow up on getting it repaired or replaced
- Metar is back online
- AWOS is on a land line and is not currently working, but will have it checked out
- The Crown Victoria courtesy car was sold on Gov Deals
- Need internet service at terminal – Acosta said that he would get with the IT Department on getting WiFi internet at terminal
- The 38th Annual Texas Aviation Conference will be April 7-9, 2020 in Galveston. Finley deGraffenried, City Manager, told the Board to let Vicki Tower, Assistant City Secretary, know if they would like to attend.

X. Any item the Board would like to have placed on the next agenda

There were no items requested to be placed on the next agenda.

XI. Adjourn

Board member Lansford moved to adjourn the meeting at 7:23 p.m. The motion was seconded by Board member Elsea and with a unanimous vote, the motion carried. (O’Hair absent)

PASSED AND APPROVED this _____ day of _____, 2020.

Ken Cattles, Chairman

ATTEST:

Vicki Tower, Assistant City Secretary