

**MINUTES OF THE
AIRPORT ADVISORY BOARD FOR THE CITY OF LAMPASAS
WEDNESDAY, JUNE 10, 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
Mike Watson

Airport Advisory Board Members Absent:

Mark O'Hair
Kevin Smith

City Staff Present:

Chris Eicher, Parks & Recreation Director
Jessie Acosta, Parks Superintendent
Vicki Tower, Parks Secretary
Chasity Shifflett, Administrative 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)

Randy Bean, Aviation Mechanic and Pilot, introduced himself to the Board. Bean said that he and his wife are moving to Lampasas from San Antonio. Bean also told the Board that he would like to see the Lampasas Municipal Airport promoted more and see more youth take an interest in Aviation.

III. Discussion and possible action concerning approval of the minutes dated February 12, 2020

Board member Watson, told the Board that he felt that the minutes from the February 12, 2020 meeting should state that Acosta said he would follow up on the repair or replacement of the card reader, and that he would check with the IT Department on getting WiFi internet service at the terminal. Vicki Tower, Parks Secretary, told the Board that they could either approve the

minutes as presented, approve the minutes with an amendment, move to amend minutes and present at the next meeting or not approve the minutes as presented.

Board member Lansford moved to amend the February 12, 2020 minutes under Item IX. and present at the next meeting. The amendment is to include that Acosta said he would follow up on the repair or replacement of the card reader, and that he would check with the IT Department on getting WiFi internet service at the terminal. The motion was seconded by Board member Elsea and with a unanimous vote, the motion carried. (O’Hair and Smith absent)

IV. Discussion and possible action regarding Airport Hangars

Chris Eicher, Parks & Recreation Director, discussed Airport Hangars with the Board.

Topics of discussion included:

- Eicher told the Board that the large hangar formerly occupied by Wayne Harbin, is vacant and that the rent will be \$600 per month. Eicher told the Board that there are several local people interested in this hangar and also a mechanic from Georgetown, who is ready to move in and could put 3 or 4 airplanes in the hangar right now. Eicher told the Board that currently, there is not a waiting list for this hangar. Eicher told the Board that none of the current tenants have shown interest in renting this hangar at the new rate of \$600 per month. Eicher asked the Board, if any of them had a problem with the mechanic from Georgetown leasing this hangar. It was the consensus of the Board, to allow the mechanic from Georgetown to lease this hangar.
- Currently, there is one other vacant hangar and Grayson Jaynes wants to lease it
- Airplane(s) in the hangars have to belong to tenant – liability issue
- Former tenant, Randy Bean, once found someone else’s airplane parked in his hangar
- The hangars are City owned except for one that is grandfathered in

No action was taken.

V. Discussion and possible action concerning TXDOT Airport Projects

Chris Eicher, Parks & Recreation Director, and Jessie Acosta, Parks Superintendent, discussed TXDOT Airport Projects with the Board.

Topics of discussion included:

- Resurfacing project started April 20, 2020 and was finished on June 6, 2020
- New wind sock installed
- Upgraded electrical vault
- Rotating beacon was repaired
- Received crack seal – seal coat
- Resurfacing project was completed under budget, so the City will be reimbursed approximately \$25,000.00.
- Acosta said that they would like to propose to use funds from the reimbursement to replace or repair the self-serve fueling terminal and/or card reader if necessary
- No new information at this time regarding TXDOT future projects
- If we have a new terminal, then we will probably have to have an FBO

- Need an updated Master Plan for Airport
- Eicher told the Board that he would check to see if the Airport Master Plan is included in the Comprehensive Plan that Halff & Associates is doing for the City
- Board member Lansford told the Board and City Staff, that a thank you letter needs to be sent to TXDOT for the resurfacing project to let them know it is much appreciated.

No action was taken.

VI. Discussion and updates regarding Airport Maintenance and Daily Operations

Chris Eicher, Parks & Recreation Director, and Jessie Acosta, Parks Superintendent, discussed Airport Maintenance and Daily Operations with the Board.

Topics of discussion included:

- Due to COVID-19, man hours were cut in half March 25 – June 1, 2020 and back to full staff as of June 1, 2020
- Pilots lounge – scheduled for new paint and flooring
- City’s IT Department assisted with internet access at the terminal
 - An AT&T Representative said DSL Internet is not available, so recommended Verizon jet pack with WiFi booster
 - Tested jet pack and it had 6 mb inside terminal and 28mb outside terminal
- Currently using window units and space heaters to cool and heat terminal
- If the mechanic from Georgetown leases the vacant large hangar, he will probably need to get his own dumpster
- AWOS system is online
- Eicher asked the Board if anyone has had trouble with the card reader on the self-serve fueling pump recently since the card reader was replaced and the Board said they have not had any trouble with it recently.
- Board member Cattles said fuel prices at other airports have been lower than fuel prices at the Lampasas Airport. Cattles said we need to examine prices and stay competitive. Eicher said the City’s Finance Department handles the fuel prices at the Airport, but he will check into it.

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

- Trench on south end of runway
- Possible Vision Lampasas mural on hangars
- Airport Master Plan

VIII. Adjourn

Board member Lansford moved to adjourn the meeting at 6:52 p.m. The motion was seconded by Board member Elsea and with a unanimous vote, the motion carried. (O’Hair and Smith absent)

PASSED AND APPROVED this _____ day of _____, 2020.

Ken Cattles, Chairman

ATTEST:

Vicki Tower, Parks Secretary