

ALPINE ADVISORY BOARD MEETING
4 AUGUST 2021
MINUTES

Posted: 1:00 pm 30th July, 2021

Mtg. Date: 4 August 2021

Time: 1:15 pm

Place: Zoom

Alpine Advisory Board Members Present:

Marbert Moore – Chairman - joined at 1:35 pm

Isabelle Blair - Secretary

Cade Woodward

Jimmy Morris

James Blair

Others present:

Abel Hinojos – Airport Supervisor

Geo Calderon – City Secretary

Not present:

Megan Antrim – City Manager

Items on Agenda:

1. **Call to order** – 1:20 pm - James Blair (JB)
2. **Determination of quorum and proof of notice of meeting** – verified by Isabelle Blair (IB)
3. **Approve minutes of previous Board Meetings** – IB –
 - a. **19 May 2021 Regular Meeting**
14 July 2021 Special Meeting - Motion by Cade Woodward (CW) to accept minutes as presented. Second by Jimmy Morris (JM). Motion carried unanimously.
4. **Discussion regarding the monthly schedule for Board meetings (3rd Wednesday) – Geo Calderon (GC)** – Board members agreed for meetings to be held on ZOOM on the 3rd Wednesday at 1:15 pm
5. **Discuss and Consider Financials** – Abel Hinojos (AH) reported Proposed 2021-2022 Airport Budget and the Airport Five Year Capital Improvement Plan were presented and

discussed at City Council on 3 August 2021 (yesterday), during budget workshop and regular council meeting.

- a. **Financials May, June, July 2020-2021 – AH – tabled**
- b. **Proposed Budget 2021-2022 – AH – none presented - tabled**

6. Discuss and Consider Airport correspondence: Marbert Moore (MM) joined the meeting at 1:35 pm

a. Communications – AH/MM –

Abel Hinojos – received confirmation from Amy Slaughter, TXDOT RAMP Coordinator, that paving around the 4 new T-Hangars will be eligible for 50/50 RAMP Grant funding.

Marbert Moore – none

b. Meetings and/or Inspections – AH/MM –

Abel Hinojos – AWOS inspected in March 2021

Marbert Moore – none

c. New and re-assigned Leases – AH – Chamberlain Lease - hangar #6 - re-assigned to Sean Harper

7. Updates:

a. Helicopter landing pad – AH received, 28 June, 2021, the final letter of recommendation from this Board along with the complete construction packet for this project. Impact Electric is now waiting for the City to finalize/amend their lease agreement with US Customs and Border Protection after which Impact Electric will then request a building permit. GC reported the city is short of personnel and is working to replace/appoint an interim building/code officer. MM made note that this contractor has been trying to get this project done for quite some time.

b. Joint Airport Zoning Board – AH – nothing to report

c. Paving of taxiways around existing hangars – AH confirmed receiving TXDOT notification of this project's eligibility under RAMP Grant 50/50 funding and stated the project is listed in the city five-year Capital Improvement Plan. GC recommended CW talk to a council member.

d. Repairs to taxiway in front of DPS hangar – AH reported TXDOT will try to include these structural repairs in the upcoming re-hab (overlay) of runway 01/19. AH sent pictures to 'Ryan', TXDOT project manager. MM pointed to the differences between the types of work needed: - structural repairs in front of DPS hangar versus crack seal and seal coat on runway 01/19.

e. Airport Capital Improvement Projects work in progress – AH

- i) **Lighting Replacement – design – completed** – AH invited Board members to look at the approved design plans that are in the Airport office.
 - ii) **Rehab Runway 01/19 - design & construction** – AH – reported estimated construction start date between Jun 25th - Aug 23rd, 2021. Approved design plans are available for viewing in the Airport office.
 - f. **Airport Capital Improvement Projects as listed in ACIP** – AH reported the city has a five-year Capital Improvement Plan that includes these two projects with the timeline below. AH said TXDOT might change the timeline. Funding amounts were not confirmed.
 - i) **Lighting Replacement – Construction FY 2022 \$850,000
Local share \$85,000**
 - ii) **AWOS Replacement – Design & Bld FY2023 \$175,000
Local share \$17,500**
 - g. **Airport Capital Improvement Projects -LOI sent to TXDOT - Timeline and Funding – AH –**
 - i) **Master Plan with Airport Layout Plan** – AH reported this is listed in the City’s five-year Capital Improvement Plan. No communication reported between City (Airport Mgr) and TXDOT (Airport Planner) on the timeline or funding for this project.
8. **Board Member Comments** – none
9. **Citizen Comments** – AH stated he was looking at changing/re-structuring the airport call out fees and the flow fees. He will survey surrounding airports for their fee structure including ground lease rates per square foot.
10. **Items for next Agenda** – to be determined
11. **Schedule next meeting** – 18 August 2021 – ZOOM 1:15 pm
12. **Adjourn** – Zoom Meeting unable to continue due to conflict with another meeting. Meeting adjourned 2:18pm