

# **MINUTES - ALPINE ADVISORY BOARD MEETING**

## **12 FEBRUARY 2020**

**Posted:** 4:00pm, 4 February, 2020

**Mtg. Date:** 12 February 2020

**Time:** 5:30pm

**Place:** Alpine Casparis Airport Terminal Bldg

### **Alpine Advisory Board Members Present:**

Marbert Moore – Chairman

Isabelle Blair – Board Secretary

James Blair

Cade Woodward

Jimmy Morris

### **Others present:**

Scott Perry – Director of Public Utilities/Airport Manager

Johnny Galvan – Airport Operations

### **Not present:**

Eric Zimmer – City Manager

### **Items on Agenda:**

1. **Call to order** – 6:12 Marbert Moore (MM)
2. **Determination of quorum and proof of notice of meeting** – verified by Isabelle Blair (IB), sign in sheet attached.
3. **Approve minutes of previous Board Meetings** – IB –
  - a. **18 October 2019 Regular Meeting**
  - b. **20 November 2019 Regular Meeting**  
Motion by Cade Woodward (CW) to accept minutes a) and b) as presented. Second by James Blair (JB). Motion carried unanimously.
4. **Discuss and Consider Financials** – Erik Zimmer (EZ) – Scott Perry (SP) will follow up.
  - a. **Amended Budget 2019-2020** - Tabled

- b. **Monthly Financial Reports – October, November, December 2019, January 2020**  
- Tabled
- c. **Final Balance on CIP completed in 2019** - Tabled
- d. **RAMP Grant 2018-2019 Reimbursement Request** - Tabled
- e. **Summary of increased revenues due to increased Jet Fuel prices** - Tabled

**5. Discuss and Consider Airport correspondence:**

- a. **Communications – EZ/JG/MM –**  
**Eric Zimmer – absent**

**Johnny Galvan – nothing to report**

**Marbert Moore –** Reported last communication w/City was in early December – a mtg at City Hall. Nothing since. Requested to be included/copied in all communications so as to fulfil the boards mandate.

- b. **Meetings and/or Inspections – EZ/JG/MM –**  
**Eric Zimmer – absent**

**Johnny Galvan – nothing to report**

**Marbert Moore – nothing to report**

- c. **New and re-assigned Leases – JG – none**

**6. Update:**

- a. **AAB First Quarter Report to City council – MM – did not occur.**
- b. **Name Change – EZ – Tabled**
- c. **Helicopter landing pad – EZ – Tabled**
- d. **Airspace Study ASN 2017-ASW-1942-NRA: red lights required – SP reported a draft letter to hangar owner is in the hands of (new) City Building Inspector.**
- e. **VASI spare bulb inventory – JG reported Bob Jutton (w/Lochner) shared a contact with Genesis Airport Lighting with whom JG has been in telephone & email contact. Waiting on a quote for 15 bulbs.**
- f. **Water line repairs – SP reported repairs complete w/exception of cut-off valves for hangars 39 and 35; and replacement of fire hydrant. To be completed next week.**
- g. **Joint Airport Zoning Board – SP will follow up**

- h. City Council Resolution #2019-08-13 Airport Capital Improvement Projects Funding/timeline** – EZ – SP reported no change in timeline. IB recommended SP send letter to Ryan (TXDOT Project Manager for Runway Lighting Replacement) requesting inclusion of 1/ PAPI 23 – for safety – due to presence of strong wind shear on approach; 2/ REIL 19 – our primary instrument runway – needed to provide additional assistance to larger/faster aircraft during low visibility operations; 3/ upgrade primary windsock to internally lit. SP concurred and will copy MM on correspondence.
  - i. AWOS replacement and Master Plan Update: Funding/timeline** – IB recommended SP send a follow up letter to TXDOT/Greg Miller/Planning giving an update on condition of AWOS (concerns voiced by FAA and DTB technician during Nov 2019 annual inspection) and requesting assistance w/replacement ASAP. SP concurred and will copy MM on correspondence.
  - j. T-Hangar Project** – Cade Woodward (CW) – Finishing up some interior electrical. SP will check on possibility of paving.
- 
- 7. Board Member Comments** – CW reminded all present of benefit dinner and dance on Saturday in hangar 24.
  - 8. Citizen Comments** – none
  - 9. Items for next Agenda** – see below
  - 10. Schedule next meeting** – 5:30pm on 19 March, 2020, at City Hall
  - 11. Adjourn** – Motion to adjourn by CW, second JB. So moved at 6:42pm