

ALPINE AIRPORT ADVISORY BOARD MEETING 1/17/2019

Posted: 5:00pm January 11, 2019

Mtg. Date: 1/17/2019

Time: 05:30pm

Place: City of Alpine Council Chambers

Alpine Airport Advisory Board Members Present:

Kyp Angel (Chairperson), James Blair, Marbert Moore, James Morris, Cade Woodward

Others present:

Megan Antrim – City of Alpine, Finance Director

Johnny Galvan – Airport Operations

Linda Shank – Interested stakeholder Hangar #42

Walt Pyle – Local pilot

Raphael Woodward – Local pilot

Isabelle Blair – Local Pilot /Board Secretary

Items on Agenda:

1. Call to order – 5:32

2. Determination of quorum and proof of notice of meeting – verified by Kyp Angel (KA). (sign-in sheet attached)

3. Approve minutes of previous Board Meetings 02/28/2018 (KA), 12/19/2018 - Motion to accept minutes from 02/28/2018 meeting by James Blair (JB), second by Cade Woodward (CW). Motion carried unanimously. Motion to accept minutes from 12/19/2018 meeting by James Blair (JB), second by Jimmy Morris (JM). Motion carried unanimously.

4. Discuss and Consider Financials

a) Monthly Financial Reports – December 2018 – Megan Antrim (MA) reported on first quarter financials – she had no concerns with the numbers. JB asked about the phone expenses – MA explained the City was tied into a contract w/BBT and they had an Internet line/Phone line/AWOS line/self-serve Credit Card line to pay for. Plus two cell phones under a separate line item.

5. Discuss and Consider Airport correspondence, communications, mtgs, inspections – Megan Antrim –MA reported she was emailing/cc Board Chairperson with correspondence and information.

6. Update:-

a) Rule change – to be presented to Council in January 2019 -Megan Antrim
Rule change affecting Section 1. Use of the Airport Restricted. The change would read “Anyone operating a business/commercial business shall report in writing to Council the Name, Tax ID, and description of business. Anyone using the airport shall follow City Ordinances.” – MA advised City Council was informed. This will require two public hearings to be enacted. City attorney will be ‘cleaning up’ the ordinance.

b) Raising Jet Fuel FS & SS mark-up – to be presented to Council in January 2019 -

Megan Antrim – MA advised City Council was informed. Council set a workshop on all City fees for February 19th. She requested the Board be represented and present to answer City Council's questions. JG reported customers say we have a good price, however most customers need the fuel and price does not seem to be the driving factor. Motion by JB to have a workshop on fuel prices on 2/13/2019 at the Airport Terminal Bldg 12:00 to 1:00pm. Second by KA. Motion carried unanimously.

7. Update on Rotating Beacon breaker box replacement – Johnny Galvan JG reported the work has been done, looks good.

8. Update on corrections/accuracy of FAA Airport Master Record – Megan Antrim – made some phone calls - work in progress.

9. Update on Airport Tenant emergency contact list – Megan Antrim – At KA's request, MA will send the missing names to the Board to assist in completing the list.

10. Discuss and Consider current Capital Improvement Project – Marbert Moore

a) General Update – MM reported very little work this week, paving the taxiways B, C and D, and paving of the west ramp should be complete by 2/09/2019 – weather permitting. After completion of this Phase, runway 01/19 should be opened.

b) Additional 10 Tiedown locations – this work will not be done by the contractor, consequently \$22,500 will be saved.

Megan Antrim asked for a recommendation vis a vis the east ramp where a 20' X 226.5' ramp area is destined to be pulverized and not reconstructed

11. Discuss and Consider New Hangar Construction and Event Notification packets – Megan Antrim – After some discussion, motion by JB to recommend the City adopt these packets. Second by KA. Motion carried unanimously.

12. Discuss and Consider Height Hazard Zoning – Megan Antrim – MA provided area maps showing Height Hazard Zoning. Motion by JB to recommend the City form a Joint Airport Zoning Board as required by City Ordinance. Second by KA. Motion carried with MM abstaining.

Motion to amend the previous motion to “recommend the City inform Council of Chapter 14, section 14-93 Joint Airport Zoning Board

13. Discuss and Consider Proposed T- Hangar Zoning – Megan Antrim - after some discussion, motion by KA to recommend the City lease said property to Cade Woodward, with a construction date being the date the FAA approval on the amended location is received; amended location reducing spacing from 120' to 90'. Second by JB. Motion carried unanimously with CW abstaining.

14. Discuss and Consider setting a date for a workshop meeting on future ‘big ticket’ items – KA Motion by JB to have a workshop 2/20/2019 at 5:00pm at City Hall, prior to regular meeting at 5:30. Second by CW. Motion carried unanimously.