

MINUTES - ALPINE ADVISORY BOARD MEETING 16 OCTOBER 2019

Posted:

Mtg. Date: 16 October 2019

Time: 5:30 PM

Place: City of Alpine Council Chambers

Alpine Advisory Board Members Present:

Marbert Moore (Chairman), Cade Woodward, Norval Kneten

Others present:

Erik Zimmer - City Manager

Linda Shank - Acting Secretary

Johnny Galvan - Airport Operations Chief

John Kennedy - Local citizen

Items on Agenda:

1. Call to order - **5:30 PM Marbert Moore (MM)**

2. Determination of quorum and proof of notice of meeting - **verified by MM, see sign-in sheet.**

3. Approve minutes of previous Board Meetings - **MM**

a) 18 September 2019 Regular Meeting - Motion by **Cade Woodward** to accept minutes as presented, second by **Norval Kneten**. Motion carried unanimously.

4. Discuss and Consider Financials

a) Monthly Financial Reports - The September Budget Analysis Usage Report was available at the meeting. The same report for August was not available; with the last report being the July report, there was no way to track the monthly trends. **MM** presented an analysis of gross fuel sales based on J. Galvan's Monthly Fuel Sales Report, for the last three months (July, August, September) of FY 2019, in comparison to the same months for FY 2018. That analysis showed an increase of \$24,826 in gross fuel sales for the 3 months in 2019 over the same period in 2018.

Mr. Zimmer (EZ) asked if the price of fuel at Alpine Casparis has an effect on pilots purchasing fuel at Alpine versus at another airport. Ensuing discussion was that av gas was likely to be price compared, but Jet A price was purchased by need, probably with little consideration for comparison shopping at other locations.

EZ discussed various ideas that might produce higher fuel sales at the airport. He suggested that **Mr. Chris Ruggia** (Alpine Director of Tourism) be invited to attend the next AAB meeting to further the discussion of using Hotel Occupancy Tax (HOT) to promote air traffic to the airport.

b) Budget 2019 - 2020

EZ said that the current budget (2019, extended into FY 2020) would be amended soon, after a budget workshop to be held 5 Nov 2019. **EZ** requested a copy of AABs proposed budget for 2020.

5. Discuss and consider Airport Correspondence:

a) Communications -

1.) **EZ** has talked to TxDoT to confirm the three-year capital improvement commitment of \$129,000 for the city portion. **MM** asked **EZ** to copy the AAB on TxDoT communication. **EZ** stated that he will be the Airport Manager for the next six months while City position staffing is organized.

b) Meetings and/or Inspections – No discussion

c) Leases - **J Galvan (JG)** reports no new leases. **EZ** reports that the “closet lease” will be added to **Cade Woodward’s (CW)** lease for his adjacent hangar space.

6. Updates

a. Name change - **EZ** says he is in favor of the name change of the AAB to “Airport Advisory Board”.

b. Long-Term Airport Vehicle Parking - No discussion

c. Airport Rules and Regulations - **JG** asked **EZ** for a contact list in order so that he can have a complete list of planes on the field.

d. Helicopter Landing Pad - The situation with the Huey scuffing the asphalt was discussed. **EZ** is to check with the Alpine City Street Supervisor for advice.

e. Airspace Study - **JG** has reported in the past that the Peters’ hangar owner has been advised that a light is required.

f. Joint Airport Zoning Board - **MM** discussed that the AAB has previously recommended **CW** and **JM** be appointed to such board.

g. T-Hangar Project - **CW** reports that all structural steel is up and wall sheets are going up.

7. Board Member Comments

N Kneten announced his impending resignation due to a move to Ft Worth.

8. Citizen Comments

John Kennedy introduced himself and expressed interest in perhaps filling any AAB vacancy.

9. Items for next Agenda – none discussed

10. Schedule next meeting – November 20, 2019 5:30 in Council Chambers if available. Airport Terminal Bldg as second option.

11. Adjourn – Motion to adjourn by CW, second NK. So moved at 6:30pm