

Minutes
Airport Advisory Board
May 10, 2018

On this 10th day of May, 2018, at 3:00 p.m., the Airport Advisory Board of the City of Devine convened in a meeting, and the following members thereof, being present:

Vickie Pumphrey, Airport Manager
Bill Bain, Vice-Chairman
Glen Dale Estep
Greg Coyne
Tony Crosby
Chris Yanta

Absent being, Board Member Hap Squires; thus, constituting a quorum.

Personnel present: William L. Herring, Mayor; Dora V. Rodriguez, Interim City Administrator; Denise Duffy, City Accountant; Mary Badillo, City Financial Advisor; Tom Cate, City Attorney; Raul Garcia, City Engineer; and Ofilia Pedroza, UB Clerk.

Others present: James Spurgers, David Ehlinger and Joe Munoz.

Vice Chairman Bill Bain called the meeting to order.

The first order of business was the Visitors/Citizens Forum.

No one signed up to speak under this item.

The second order of business was to discuss and consider Approval of Minutes for November 13, 2017.

Board reviewed the minutes.

Motion by Board Member Greg Coyne, seconded by Airport Manager Vickie Pumphrey to approve the minutes for November 13, 2017.

Ayes	--	Six
Nays	--	None
Absent	--	One – Board Member Hap Squires

Motion carried.

The third order of business was to discuss and consider Appointing a Chairman.

Vice Chairman Bill Bain asked for recommendations for a new Chairman to serve until the next mayoral election.

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Airport Manager Vickie Pumphrey nominated Hap Squires and Board Member Greg Coyne seconded the nomination; so we had two nominations for Hap Squires.

Motion by Board Member Chris Yanta, seconded by Board Member Tony Crosby to Appoint Board Member Hap Squires as the new Chairman until the next mayoral election or until we have some reason to make a change.

Ayes	--	Six
Nays	--	None
Absent	--	One – Board Member Hap Squires

Motion carried.

The fourth order of business was to discuss and consider Airport Survey performed by City Engineer Raul Garcia.

City Engineer Raul Garcia addressed the Airport Board. He provided the Board with two maps to review. He explained that the last time he did the survey, he was given very vague information for locating David Ehlinger's lease, and Past Chairman, C.E. (Curly) Brehm came up with a survey done by Mr. Charles Rothe in November, 1987, which he presented to Mr. Garcia at our last meeting. City Engineer Raul Garcia explained that he went out to the airport again and staked out the property. He said that iron pins are in the ground and everything has been corrected. He told Council that he added Joe Munoz' lease so the 11" x 14" drawing is the Airport Lease Survey of David Ehlinger and Joe Munoz.

Board Member Chris Yanta commented that he spoke with Mr. Ehlinger and he was saying that where the pins are now is what is reflected on the new map, and he was in agreement with this. City Engineer Raul Garcia also stated that he did speak with Mr. David Ehlinger, and he was okay with this. He also added that the 11" x 17" drawing was a survey of all the buildings at the airport.

Interim City Administrator/City Secretary Dora V. Rodriguez stated that we should've done this a long time ago.

Vice Chairman Bill Bain then explained to Board Member Glen Dale Estep that everything has been surveyed, located and corrected by City Engineer Raul Garcia.

Motion by Board Member Chris Yanta, seconded by Board Member Greg Coyne for recommendation to go before Council for approval of the Airport Survey performed by City Engineer.

Ayes	--	Six
Nays	--	None
Absent	--	One – Board Member Hap Squires

Motion carried.

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Mayor Herring held some discussion after the motion. He informed the Board that this will be on the agenda for next Tuesday's Council meeting at 6:00 p.m. He told the Board that they were welcome to come to the meeting.

The fifth order of business was Informational Items.

a. Ordinance Change

Mayor Herring referred the Board to look at the Ordinance under DIVISION 2. AIRPORT ADVISORY BOARD Sec. 2-261. Created; composition; appointment. The first line states that the airport advisory board of the city shall consist of seven members. Mayor Herring told the Board that we want to change it to five members. He explained that we're wanting to do this with all our advisory boards across the board, not just the airport board. He mentioned that at the next mayoral election, we can come back to re-visit this.

Vice Chairman Bill Bain added that one of the reasons he had suggested that we wait is to make sure that all the board members were all aware of it. He said he was hoping they would have a little time to give it some thought and be able to meet to see if there's any reason they could encourage the City to reconsider this. Vice Chairman Bill Bain mentioned that he's aware of a couple of members who might be stepping down but he asked if the City could wait awhile before making any changes to the ordinance. Mayor Herring stated that we're trying to be consistent and we're moving in this direction with all our boards, and said he hopes we can do this by attrition. Interim City Administrator/City Secretary Dora V. Rodriguez assured him that no changes will be made until next year

b. Fuel Farm

Mayor Herring explained that the City always applies for a \$40,000 RAMP Grant but this year we're going to apply for a \$100,000 RAMP Grant with a 50/50 match and we will be using it on the fuel farm. He explained that if we wait three to five years, we might be able to apply for a bigger grant for \$300,000 like Castroville; however, we don't want to wait. We want to get the smaller version just to have AVgas only.

Some discussion was held on Jet-A fuel, the location of the fuel farm, and also having people cross-trained. Mayor Herring mentioned the presentation the City attended in Fredericksburg which was very informative on how to set up a fuel farm, how to apply for the grants, and how to maintain the little odds and ends that come up and to make sure that it's working.

c. Hangar Purchase

Mayor Herring informed the Board that the City purchased one of the hangars from the Esteps for \$130,000. He stated that after we get the fuel farm going, we'd like to come back and make an offer for the hangar shared by the Esteps and Bill Bain. According to City Attorney Tom Cate, he should have the paperwork ready by next week.

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Other informational items discussed:

- Non-Directional Beacon – Airport Manager Vickie Pumphrey explained that the beacon is down right now due to it being struck by lightning. She stated that we are currently working with our insurance company and our technician in trying to get a new one in to get it back up. She said the new one will be the next generation-type which will be placed centrally at the airport itself, and it will work with the late model radios.
- Runway traffic – Interim City Administrator/City Secretary told the Board that since we're spending a lot of money on the runway, we need their help in controlling the vehicle traffic on the runway. Airport Manager Vickie Pumphrey informed the Board that she has pictures of different trucks going up and down the runway. Vice Chairman Bain asked that if they see anything, if they can call the police. He was told, yes, because it is against the law. Vice Chairman Bain also suggested posting up a sign that says "You are being videoed." Interim City Administrator/City Secretary Dora V. Rodriguez emphasized again that we are spending a lot of money on the runway and we want to make sure that it's going to last. Airport Manager Vickie Pumphrey added that with the material they are using, they don't recommend any vehicles on the ramp because it's a different aggregate now.
- Gates – Board Member Tony Crosby mentioned that he and his son found the gates open to the fence on the south end of the runway which separates his property from the City's property. He explained this fence was built at the City's request to make it accessible for fire trucks to go through. Board Member Tony Crosby informed the Board that within a period of five days, he and his son found those gates open; they found another gate on their side of the property open, and still another gate between his and his neighbor's open. Mr. Crosby told the Board that he was just curious if the City has heard of any problems or received any complaints from anyone about people crossing their property. He said he was just curious because he didn't leave the gates open himself and he's concerned because he has cattle out there. According to Mayor Herring and Interim City Administrator/City Secretary Dora V. Rodriguez, they have not heard of anything.
- Another meeting – Vice Chairman Bill Bain told the Board that they should probably be having another meeting soon, after new Chairman Hap Squires returns from his trip. Interim City Administrator/City Secretary Dora V. Rodriguez told the Board that she will keep them posted on the fuel farm and on the Non-Directional Beacon.
- David Ehlinger arrived late – Vice Chairman Bill Bain explained to David Ehlinger that City Engineer Raul Garcia performed another survey at the airport and everything has been corrected. He said that his understanding is that David saw it and that he is okay with it. Mr. Ehlinger said he had mentioned that he has no objection to it. Vice Chairman Bill Bain informed him that the Board will be recommending for Council to accept the airport survey.

There being no further business to come before the Board, motion was made by Board Member Greg Coyne, seconded by Airport Manager Vickie Pumphrey to adjourn the meeting.

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Ayes	--	Six
Nays	--	None
Absent	--	One – Board Member Hap Squires

Motion carried.

Mayor

City Secretary

Airport Manager