

**Lakeway Airpark, Inc.**  
115 Flying Scot  
Lakeway, TX 78734  
Minutes for August 10, 2013

The meeting was called to order at 9:35 by President Jeff Klaas with the following Board members present: Mike Torbett, Jace Curtis, Robert White, Chip Freitag, Steve Harris, and Ed LeBlanc.

Other attendees included Shawn Mack, Cory Bull, Mike Collier, Chuck Scott, Joe Bain, Jim Fersch, Dori LeBlanc, Doug Beckham, and Steve Zbranek.

**Secretary's Report**(Ed LeBlanc)

Minutes from the July 2013 meeting were read and approved as written.

**Treasurer's Report** (Jace Curtis/Erik Mulloy)

Jace Curtis provided the Treasurer's Report.

Jace will be given access to the account shortly and other Board members will be emailed the monthly statement prior to future Board meetings.

**Maintenance Update** (Mike Torbett)

- 1) Fuel Sump Testing showed no water present, FOD Walk was completed by a work party
- 2) Fuel status:
  - A new load of fuel was purchased this past month.
  - Pump totalizer readings indicate an approximately 3% difference between purchases and sales. The pump will be re-calibrated.
  - It was also noted that a relay on the exterior sump pump is bad and will be replaced.
- 3) Lawn contract follow-up
  - There was still some question regarding the status of mowing on the south end by the landscaping company but Mike believed this was resolved. Mowing on the west side, particularly at the south end, will be done as needed.
- 4) Maintenance Plans
  - Mike is putting together a fall maintenance plan and hopes to present it in the next month or two.
- 5) Tiedowns:
  - Several more were completed this morning, leaving approximately four tiedown spots to be done

**Old Business:**

- 1) Lawsuit update (Jeff Klaas)
  - Jeff held a meeting with several available Board members to explain the background of the situation in greater detail. He will write up the status, including the Airpark's desire to have "reasonable access" to the airpark's taxiway during construction more clearly defined and to

clarify that access is terminated after construction except for taxiway maintenance activities described in the agreement. A hearing for Motions for Summary Judgment by Airpark South and Lakeway Airpark will be held around September 16<sup>th</sup>.

2) Property encroachments (Jeff Klaas)

a. 108 Scorpion Dr.

It was reported that the fence encroaching on airpark property has been removed by the owners. The fence encroachment issue is now considered closed.

b. Airpark South

No further report on the encroachments by Airpark South by the gate supports, etc. was provided

3) Update re Airpark Survey actions (Jeff Klaas)

Jeff reported he is still working to have the surveyor identify all airpark encroachments on the south end

4) Board Member access to bank account info (Jace Curtis)

As noted, this will be resolved by emailing Board members a copy of the monthly bank statement prior to each Board meeting

5) Runway perimeter warning signs

Signs have been made and are ready to be installed when the ground is softer

6) Ramp and Parking Rosters:

Chip has updated these

7) Website Update

Jace reported that his business partner is backlogged at work at the moment and unable to help at the present time. Chip has not had a chance to meet with Darrin Daigle

8) Fuel Prices

Fuel prices were updated on Airnav but not 100LL.com

**New Business:**

1) Property Values

The appraised value of the airpark property went up significantly. Jace offered to work with ProTax to see if this can be reduced.

2) Phone Lines

A discussion was held regarding the possibility of decreasing phone line expenses via VoIP or other options. After considering all of the factors, it was decided to keep our current arrangement.

3) Vending Machine

A general discussion regarding the soda vending machine was held and it was noted that a machine with a credit card option might increase sales, management, and profitability. No specific action was taken.

**Adjourn**

There being no unresolved business, the meeting was adjourned at 10:27