

**Lakeway Airpark, Inc.**  
115 Flying Scot  
Lakeway, TX 78734  
Minutes for June 8, 2013

The meeting was called to order at 9:34 by President Jeff Klaas with the following Board members present: Mike Torbett, Jace Curtis, Robert White, Chip Freitag, Steve Harris, and Ed LeBlanc.

Other members present included Roberta Galarza, Joe Bain, Gordie White, Wayne Wagner, Dori LeBlanc, Cory Bull, Robert Meyers, Bill Cotton, and Darrin Daigle.

**Preliminary Action**(Jeff Klaas)

Confirmation of new officers

President Jeff Klaas asked the current Board members to approve the new members elected at the June 3 Annual Meeting, including Robert White as Vice President, Jace Curtis as Treasurer, and Ed LeBlanc as Secretary. Chip moved they be approved, Steve seconded the motion, and the new members were unanimously approved.

Jeff noted that such approval was needed in order to give Jace access to the organization's bank account. A discussion ensued about general access to the bank account by all Board members and it was agreed Jace would explore "read-only" access to account information for Board members.

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

Minutes from the May 12 2013 meeting were read and approved as written.

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

No report given this month due to transition of the Treasurer role. Jace will work with Erik Mulloy to ensure a smooth transition.

**Maintenance Update** (Mike Torbett)

**Monthly Checks**

Mike reported that monthly checks of the fuel pump sump for water remain negative and the monthly FOD walk of the runway was done as part of the work detail this morning. Although both of these have been done consistently every month, it was realized there was no documentation of their completion. Completion of these will now be noted in monthly meeting minutes.

**Fuel**

Mike reported there were 1500 gallons of fuel in the tank. He indicated Phil Thompson would assist with ordering fuel; Mike will work with him to ensure continuity and to arrange the next purchase.

### **Lawn Maintenance**

The new lawn service is in place. Mike noted that member Tom Lang reported going around twice because of lawn crews being too close to the runway. Mike contacted Diaz Lawn, who apologized and who will correct the situation. Mowing will be every Tuesday during the heavy growth season. Consideration may be given to reducing the frequency as the summer heats up and growing slows down.

Robert asked about including trimming of the pavement edges around the T-hangars to prevent erosion of the asphalt. Mike will investigate the cost.

### **Windsock**

Member Bill Cotton donated a spare windsock to the organization. The Board expressed its appreciation for this generous donation.

### **Gaff Tape**

Robert ordered some gaff tape to seal the ends of tiedown ropes. He'll seal these this month.

### **Old Business:**

#### 1) Lawsuit update (Jeff Klaas)

Jeff provided a brief update of the lawsuit status and his proposed approach to the issue. He will send new Board members a copy of the previous settlements and licenses, as background information.

#### 2) Property encroachments (Jeff Klaas)

##### a. 108 Scorpion Dr.

Jeff reported that he examined the fence and noted that a part of the fence encroaching on airpark property was removed but a significant amount still remains on airpark property. He will have the Airpark's attorney contact the owners and ensure the remaining encroachment is removed, with a short suspense for completion.

##### b. Airpark South

Jeff reported that he is still working to obtain a detailed survey of the encroachments in this area

It was noted that new T-posts have been placed on airpark property near the border with the Airpark South land. Since they do not appear to pose a hazard to aviation, they will not be disturbed at the moment, pending the detailed survey of the area.

#### 3) Update re Airpark Survey actions (survey approved May 2013) (?Jeff Klaas)

Jeff reported that he is working to obtain a detailed survey of all airpark encroachments, particularly along the south side. Corners at the north end of the property will also be identified and marked.

- 4) Priestap cart path/city ordinance issue (raised May 2013)  
Status was briefly discussed

**New Business:**

- 1) American Flag replacement (Jeff Klaas)  
The previous flag had apparently torn. Robert has replaced it
- 2) Runway perimeter warning signs (becoming faded, may need replacement)  
Jeff noted several signs were becoming faded. Mike will order 10 signs and frames to replace those in need of replacing. Stokes Signs reportedly made the existing ones.
- 3) Ramp and Parking Rosters: Jace indicated he would work to update these quarterly

**Adjourned** at 10:24

Respectfully submitted,

Ed LeBlanc  
Secretary, Lakeway Airpark Inc.