



**La Porte Airport Advisory Board
MINUTES
October 23, 2024**

Members Present: In person: Deborah Rihn-Harvey, Position 3, Shane Worsham, Position 5, Mark Follis, Position 6, Robbie McLarrin, Position 7.

Members Absent: Dan Marrouf, Position 1, David Kagey, Position 2, Bryan Gwin, Position 4.

Others Present: Ray Mayo, Director of Public Works, Andrew Brady, Assistant Director of Public Works, Corby Alexander, City Manager, Tashonda Ingle, Department Coordinator, Tom Dodson, Civil PE's, Catriona Gomes, TxDot. Aviation, William Lewis, citizen.

The La Porte Airport Advisory Board meeting was called to order at 5:38 p.m. by Deborah Rihn Harvey.

1. There were no citizen comments.
2. Mark Follis made a motion to approve the minutes of the September 10, 2024, meeting. Robbie McLarrin seconded. Unanimously approved.
3. Ray Mayo discussed that city council has advised staff to move forward with the request for residential through the fence agreement. Ray encouraged the board members to apply their comments to the draft agreement before sending it to the City Attorney. Catriona Gomes with TxDot Aviation addressed the board, stating that all items must be included in the Airport Layout Plan before forwarding the package to the FAA for approval. Approval could take up to 18 months to process. She stated that the airport layout plan would take a year to complete. Several board members expressed concern about not having enough information to decide. Council recommendations include that the board lacks sufficient information to make a recommendation to Council. Robbie McLarrin made a motion to table the item at this time, until more information becomes available. Mark Follis seconded. Unanimously approved.
4. Ray Mayo discussed an item that was included in the 24/25 budget to update the Airport Master Plan; after consulting with the Board, Tom Dodson, and Catriona Gomes, the most beneficial direction is to conduct an Airport Layout Plan with Narrative (ALPwN). Ray provided a list of elements of an Airport Layout Plan with Narrative. Catriona Gomes with TxDot Aviation addressed the board, stating that for an airport of our size, she recommends the ALPwN. She also stated that there are several advantages to letting TxDot staff manage the grant because of the great amount of paperwork involved. She stated that procurement of the consultant will still have to meet federal requirements, no matter who manages the grant. Corby Alexander stated that we have the resources to

manage the grant in-house if there are advantages to doing so. A resolution will be presented to City Council to authorize use of federal grant funds. Robbie McLarrin made motion to approve moving forward with an Airport Layout Plan with Narrative, Shane Worsham seconded. Unanimously approved.

5. Ray Mayo discussed a meeting that was held with six members of the National Guard property management and City Staff on October 9, 2024. The meeting focused on environmental cleaning and demolition of building. It was stated by National Guard property management that funds are not available and may not be available for six more years. Ray advised the board that a letter could be drafted to urge state or federal representatives to expedite immediate funding for the environmental assessment and cleanup. Mr. Follis stated that the City could possibly fund the assessment and cleanup even though they are not the responsible party. Robbie McLarrin made motion to draft a letter to encourage immediate funding to address the environmental concerns. Mark Follis seconded the motion and proposed involving the City Attorney. Unanimously approved.
6. Ray Mayo informed board members of the 43rd Texas Aviation Conference on May 8, 2025, in Denton, Texas.
7. Board Comments – The board concluded that an Airport Layout Plan would be ideal for the airport. It was discussed that additional information is required before proceeding with the Through the Fence agreement. All board members agreed that a letter of intent should be submitted to the National Guard for environmental concerns.

The Board members set the next meeting for January. Suggested dates will be sent via email.

Deborah Rihn-Harvey adjourned the meeting at 6:58 p.m.

PASSED AND APPROVED
ON THIS DAY 29 JANUARY 2025

Chairman



Vice-Chairman