



## AIRPORT ADVISORY BOARD MEETING AGENDA

Thursday, April 30, 2026, 5:30 p.m.

Notice is hereby given of a meeting of the Airport Advisory Board to be held on April 30, 2026 at 5:30 p.m. in the City Hall Council Chamber, 604 West Fairmont Parkway, La Porte, Texas, for the purpose of considering the following agenda items. All agenda items are subject to action.

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1. **CALL TO ORDER**
2. **CITIZEN COMMENT**  
*(Generally limited to five minutes per person; in accordance with state law, the time may be reduced if there is a high number of speakers or other considerations.)*
3. **STATUTORY AGENDA**
  - 3.a **Presentation, discussion and possible action to approve the minutes of the December 9, 2025 meeting. [Ray Mayo, Director of Public Works]**
  - 3.b **Welcome Raymond Allman, Airport Manager**
  - 3.c **Airport Layout Plan**  
Presentation and discussion regarding the current status of the Airport Layout Plan. [Ray Mayo, Director of Public Works, and Raymond Allman, Airport Manager]
  - 3.d **Airport Signage**  
Presentation and discussion regarding updated signage for La Porte Municipal Airport. [Ray Mayo, Director of Public Works and Raymond Allman, Airport Manager]
  - 3.e **Committee Comments**
4. **ADJOURN**

If, during the course of the meeting and discussion of any items covered by this notice, the Airport Advisory Board determines that a closed or executive session is required, then such closed meeting will be held as authorized by Texas Government Code, Chapter 551. If a closed or executive session is held, the Board will reconvene in open session in order to take action, if necessary, on the items addressed during executive session.

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services are requested to contact the Public Works Department office (281-470-5101), three

working days prior to the meeting for appropriate arrangements.

Pursuant to Texas Government Code Sec. 551.127, on a regular, non-emergency basis, members may attend and participate in the meeting remotely by video conference. Should that occur, a quorum of the members will be physically present at the location noted above on this agenda.

**CERTIFICATE**

I, the undersigned, do hereby certify that a copy of the April 30, 2026, Airport Advisory Board agenda was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website, [www.LaPorteTX.gov](http://www.LaPorteTX.gov), in compliance with Chapter 551, Texas Government Code.

DATE:

TIME:

TAKEN DOWN:

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## AIRPORT ADVISORY BOARD AGENDA ITEM

Agenda Date Requested: 4-30-2026

Requested By: Ray Mayo

Department: Public Works

Report    Resolution    Ordinance

**Exhibits:** Minutes 12-9-25

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### SUMMARY & RECOMMENDATION

**Presentation, discussion and possible action to approve the minutes of the December 9, 2025 meeting.**

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### ACTION REQUIRED BY ADVISORY BOARD

**Approve the minutes of the December 9, 2025 meeting.**

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**La Porte Airport Advisory Board  
MINUTES  
December 09, 2025**

**Members Present:** In person: David Kagey, Position 2, Deborah Rihn-Harvey, Position 3, Bryan Gwin, Position 4, Shane Worsham, Position 5, Robbie McLarrin, Position 7.

**Members Absent:** Dan Marouf, Position 1, Mark Follis, Position 6.

**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 PEs.

1. The La Porte Airport Advisory Board meeting was called to order at 5:36 p.m. by Ray Mayo.
2. There were no citizen comments.
- 3.a Robbie McLarrin made a motion to approve the meeting minutes for May 13, 2025. David Kagey seconded. Unanimously approved.
- 3.b. Ray Mayo presented and discussed the results of the most recent airport inspection, conducted on November 4, 2025. The inspector identified several items requiring corrective action. The primary concern noted was on the Runway 5 approach, where a series of power poles encroach into the approach path. For a FAR Category C runway, a clear 20:1 approach is required; however, the existing poles currently provide only a 15:1 slope at one location. The City of La Porte is actively working with CenterPoint Energy to address this issue, as the poles were replaced by CenterPoint following Hurricane Beryl. CPE has proposed taking the transmission lines underground at this location. Other issues noted on the inspection are being addressed.
- 3.c Ray Mayo provided an update on the Airport Layout Plan. He reported that Chandra Burks of Coffman Associates, Inc. has been assigned as the project planner. A project kickoff meeting is expected to be held in January.
- 3.d Ray Mayo provided an update on the Controlled Access Gates Project. He explained that delays were primarily due to meeting IT requirements with the hardware. The preferred vendor was able to obtain a cooperative purchasing contract. Ray distributed exhibit handouts illustrating the planned gate designs to give board members a clearer understanding of the project scope.

He noted that card readers will be installed as part of the access system and that temporary parking tie-downs may be identified with paint. Tri-Star previously expressed interest in releasing some tie-downs from their lease for the temporary parking to enable fly-in visitors to the tearoom or other short-term parking. Ray also indicated that the gate area near the Tea Room will be prioritized as the first phase of implementation. The Board engaged in a discussion regarding various parking options.

3.e Ray Mayo provided an update on the National Guard building and lease. He reported that a developer, Brim Aviation, has expressed interest in the property. Ray stated that he met with representatives of the National Army Guard in October, during which they agreed to resample a location affected by a hydraulic oil spill. The results will be submitted to TCEQ to determine if reduced monitoring could be conducted in lieu of remediation. Ray further noted that on December 2nd, he received a response from the Army National Guard that they would obtain quotes for the required sampling to take place soon after the first of the year.

3.f Board Comments: David Kagey inquired about the timeline for when we would have something to discuss on the Airport Layout Plan. Shane Worsham asked about the timeline for action regarding the National Guard building.

4. Debby Rihn-Harvey made motion to adjourn at 6:20 p.m. Shane Worsham seconded the motion. Unanimously approved

PASSED AND APPROVED  
ON THIS DAY \_\_\_\_\_

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Vice-Chairman



## AIRPORT ADVISORY BOARD AGENDA ITEM

Agenda Date Requested: 4-30-2026

Requested By: Ray Mayo

Department: Public Works

Report    Resolution    Ordinance

**Exhibits:** Introduction and Welcome to Raymond Allman, Airport Manager

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### SUMMARY & RECOMMENDATION

Raymond Allman is an aviation professional with over 12 years of diverse experience in the aviation industry. Originally from Houston, Texas, Raymond spent several years living in New York City, where he further developed his passion for aviation—a passion that began in childhood while watching aircraft overhead and was solidified after his first flight.

He earned his associate degree in Airport Management, with a minor in Air Traffic Control, from Vaughn College of Aeronautics and Technology. He later went on to receive his bachelor's degree in aviation management from Texas Southern University.

Throughout his career, Raymond has held a wide range of roles, including ramp agent, ticketing agent, and safety auditor, giving him a well-rounded understanding of airport operations. He most recently served with the Houston Airport System, where he advanced from Airport Operations Coordinator to Airport Operations Supervisor of Maintenance. In these roles, he was responsible for overseeing airfield conditions, ensuring regulatory compliance, and managing maintenance operations critical to airport safety and efficiency.

Now serving as Airport Manager for the City of La Porte, Raymond is committed to bringing innovative ideas and forward-thinking solutions to enhance airfield operations, improve efficiency, and elevate the overall standard of the airport. His leadership is grounded in experience, driven by innovation, and focused on building a safe, efficient, and progressive aviation environment.

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### ACTION REQUIRED BY ADVISORY BOARD

**No action is needed.**

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## AIRPORT ADVISORY BOARD AGENDA ITEM

Agenda Date Requested: 4-30-2026

Requested By: Ray Mayo

Department: Public Works

Report    Resolution    Ordinance

**Exhibits:** Presentation for Kickoff meeting of Airport Layout Plan

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### SUMMARY & RECOMMENDATION

**Lead Consultant – Coffmann Associates – Chandra Burks**

**Engineering Consultant – Civil P.E. 's – Tom Dodson, P.E.**

**DAS Geospatial**

The kickoff meeting was held on March 10, 2026. The presentation from the meeting is attached.

**Project Access Page** - [La Porte – Airport Master Plan](#) //laporte.airportstudy.net

**Public Comment Page-** [Comments – La Porte](#) //laporte.airportstudy.net/comments/

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### ACTION REQUIRED BY ADVISORY BOARD

No action is required. The update is provided as information only.

# LA PORTE MUNICIPAL AIRPORT

Airport Layout Plan & Narrative





# AGENDA

**Airport Layout Plan (ALP) Update  
Planning Advisory Committee (PAC)  
Meeting #1 – Kickoff  
Tuesday, March 10, 2026  
10:30 am**

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1. Welcome/Introductions
2. ALP & Narrative Process
3. Role of PAC
4. SWOT Analysis/Group Discussion



# PROJECT TEAM



Prime Consultant: Responsible for all aspects of study. Airport planning, environmental analysis, land use planning, capital improvement plan, and airport layout plan.



FAA-required Airports Geographic Information System (AGIS) survey. Aeronautical surveys, data collection, and aerial photography.



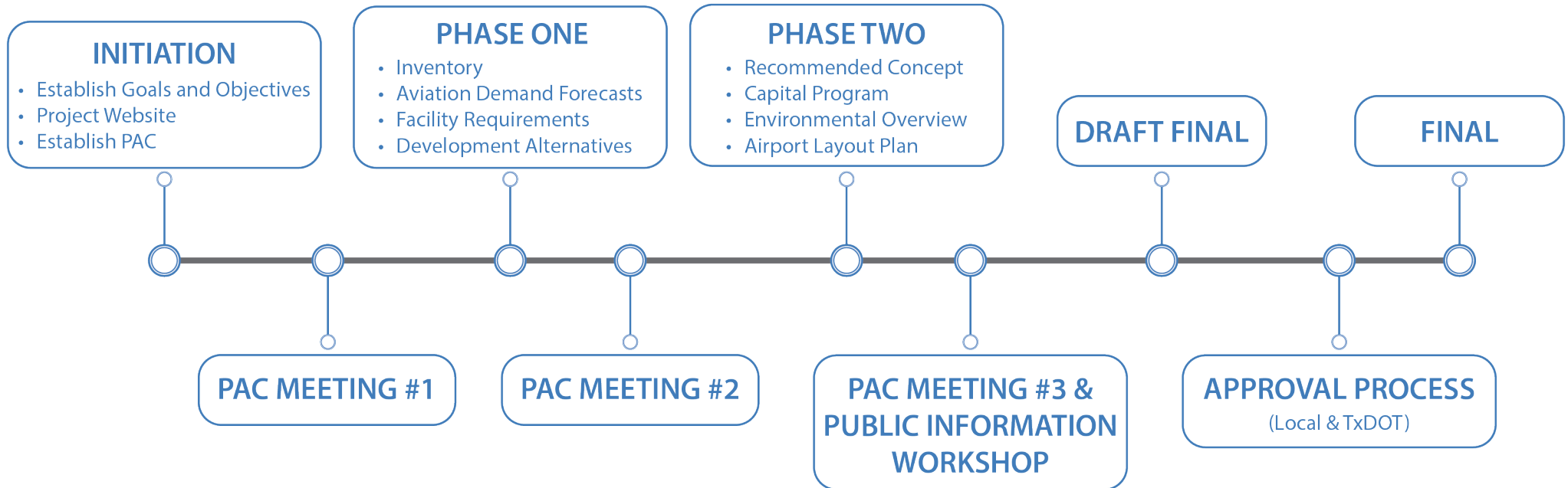
Cost estimating and engineering support.



# PURPOSE OF THE ALP STUDY

- Provide a **visioning document** to guide airport management and other decision makers regarding development of the airport over the next 20 years.
- Address **local and national changes** in the aviation industry that could impact priorities at La Porte Municipal Airport.
- Identify and plan for **potential capital projects** in advance so that coordination, approvals, financing, design, and construction can take place in a timely manner.
- Identify locations for **appropriate on-airport land uses** (aviation and non-aviation).
- Develop a plan that **addresses TxDOT/FAA and airport priorities** (i.e., safety, design standards, land use compatibility, compliance, etc.).
- Obtain **TxDOT/FAA approval** of the new aviation demand forecasts and updated Airport Layout Plan (ALP).
- Have a current and approved ALP on file with TxDOT/FAA so that **future grant funding can continue** uninterrupted.
- Increase **stakeholder/public awareness** of the airport's goals and objectives.

# PLANNING PROCESS





## AN ALP/NARRATIVE IS...

- A comprehensive, **long-range study** of the airport and all airside and landside components that describes plans to meet FAA safety standards and future aviation demand.
- Recommended by the FAA to be **conducted every 7-10** years to ensure plans are up-to-date and reflect current conditions and FAA regulations. The most recent ALP update for La Porte Municipal Airport was completed in 2015.
- **Funded by TxDOT** through an Infrastructure Improvement and Jobs Act (IIJA) Airport Infrastructure Grant (AIG), which provides 95% of the total project costs. The remaining 5% is being funded by the **City of La Porte**.
- A City of La Porte document that will ultimately be presented for **approval** to the City Council. TxDOT/FAA will approve two elements of the study: the forecasts and the ALP drawing set.
- An opportunity for airport stakeholders and the public to engage with airport/city staff on issues related to the airport and its current and future operations and environmental and socioeconomic impacts. **One public information workshop** will be conducted to facilitate this public outreach effort.



## AN ALP/NARRATIVE IS *NOT*...

- Not a guarantee that the airport will proceed with any planned projects. The **planning document is a guide** that helps airport staff plan for future airport development; however, the need/demand for certain projects might never materialize.
- Not a guarantee that the City of La Porte, TxDOT, or FAA will fund any planned projects. **Project funding** is considered on a project-by-project basis and **requires appropriate need and demand**. Certain projects may require the completion of a benefit-cost analysis.
- **Not environmental clearance** for specific projects. The plan includes an environmental overview that identifies potential environmental sensitivities per the National Environmental Policy Act (NEPA) guidelines. Most planned projects will require a separate NEPA study (environmental assessment/categorical exclusion) prior to construction.



# ROLE OF THE PLANNING ADVISORY COMMITTEE

- The purpose of the Planning Advisory Committee (PAC) is to provide the City of La Porte and the Consultant (Coffman Associates) with **input into the planning study**.
- The members of the PAC are intended to **represent a variety of organizations and individuals** with interest in the use and development of the airport. These include governmental interests (TxDOT, FAA, local government), aviation interests (airport tenants, airport users, pilot groups), non-aviation airport tenants, and area economic development interests.
- The role of the PAC is to **review elements of the study** while they are in draft form and comment on the accuracy of the assumptions and relevance of the information used to develop the ALP & Narrative. **The PAC is a non-voting advisory body**. While all comments made by the committee members will be considered by the planning team in developing the draft and final versions of the plan, the PAC will not vote to approve or disapprove elements of the study.



# ROLE OF THE PLANNING ADVISORY COMMITTEE

- Committee meetings will be held periodically throughout the preparation of the plan. There are **four PAC meetings** planned at this time. Attendance is strongly encouraged. If you are unable to attend any given meeting, please send a representative who can speak for you or your organization. **One Public Information Workshop** will be held following the final PAC meeting, and members of the PAC and their organizations are invited to attend.
- We encourage PAC members to submit written **comments** for consideration in preparing the final report. It would be greatly appreciated if comments are submitted within two weeks following the meeting. If this is not possible, contact Coffman Associates and let them know when you plan to submit your comments. Comments can be submitted online through the project website dedicated to this study: (<https://laporte.airportstudy.net>).
- Comments or questions regarding the PAC, meetings, or working papers should be directed to Chandra Burks with Coffman Associates at 816-524-3500 or [cburks@coffmanassociates.com](mailto:cburks@coffmanassociates.com).

Runway Feature	RUNWAY DATA			
	12	30	5	23
Length	4,165'		2,998'	
Width	75'		75'	
End Elevation	24.3'	24.2'	23.2'	23.7'
Gradient	0.00%		0.02%	
Surface Material/Condition	Asphalt/Fair		Asphalt/Fair	
Markings	Non-precision		Basic	
Lighting	MIRL		MIRL	
Load Bearing Strength - SWL	23,000 lbs		25,000 lbs	
Visual Approach Aids	PAPI-4, REILs	None	None	None
Instrument Approach Procedures	None	LPV GPS	None	None
Traffic Pattern	Left	Left	Left	Left



BUILDING KEY			
#	Building Type	Size (sf)	Unit
1	Executive Box Hangar (K&W Aviation)	9,200	sf
2	Office (La Port Flight Line)	1,600	sf
3	T-hangar	6,800	sf
4	T-hangar (7 units)	8,000	sf
5	T-hangar	11,700	sf
6	T-hangar	4,000	sf
7	Non-aeronautical Use	6,500	sf
8	Conventional Hangar (Tri-Star)	22,100	sf
9	Conventional Hangar (Tri-Star)	23,200	sf
10	T-hangar (10 units)	14,100	sf
11	T-hangar	12,300	sf
12	Air National Guard Facilities	N/A	n/a
13	Non-aeronautical Use (Animal Shelter)	N/A	n/a
14	Fuel Farm		gal
15	Executive Box Hangar (Harvey & Rihn Aviation)	8,700	sf
16	T-hangar	14,000	sf
17	T-hangar	12,000	sf
18	T-hangar	12,000	sf

KEY	
GPS	- Global Positioning System
LPV	- Localizer Performance with Vertical Guidance
MIRL	- Medium Intensity Runway Lighting
PAPI	- Precision Approach Path Indicator
REILs	- Runway End Identifier Lights
SWL	- Single Wheel Loading

LEGEND	
	Airport Property Line
	Taxiway Designation



# SWOT ANALYSIS





# WE WANT TO HEAR FROM YOU!

Direct any questions or comments after this meeting to:

Chandra Burks: [cburks@coffmanassociates.com](mailto:cburks@coffmanassociates.com)

Ray Mayo: [mayo@laportetx.gov](mailto:mayo@laportetx.gov)

or visit the project website to submit comments:

<https://laporte.airportstudy.net>

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## NEXT STEPS

1. Phase I elements – Draft chapters for Inventory, Forecasts, & Facility Requirements/Alternatives
2. PAC Meeting #2 – Late Spring/Summer 2026



## AIRPORT ADVISORY BOARD AGENDA ITEM

Agenda Date Requested: 4-30-2026

Requested By: Ray Mayo

Department: Public Works

Report    Resolution    Ordinance

**Exhibits:** Airport Branding Concepts

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### SUMMARY & RECOMMENDATION

**Presentation and Discussion to discuss airport branding options and goals for La Porte Municipal Airport.**

WHAT IS BRANDING? Branding in marketing is the intentional process to create a unique identity and emotional connection for a business to differentiate it from competitors and build instant recognition and promote customer loyalty.

CREATE VISIBILITY – through signage, logos, swag, letterhead, social media platforms, Business website, photos, and cover art.

LET PEOPLE KNOW – Let the aviation community know we are OPEN FOR BUSINESS!

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### ACTION REQUIRED BY ADVISORY BOARD

**Provide feedback to staff on Airport branding.**

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# Airport Logo Ideas







**LA PORTE**  
**MUNICIPAL AIRPORT**









## AIRPORT ADVISORY BOARD AGENDA ITEM

Agenda Date Requested: 4-30-2026

Requested By: Ray Mayo

Department: Public Works

Report    Resolution    Ordinance

**Exhibits:** None

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### SUMMARY & RECOMMENDATION

Open Comment period- Comments or requests for future agenda items.

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### ACTION REQUIRED BY ADVISORY BOARD

Open Comments from each Advisory Board Member.

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