

Minutes of the
 GILLESPIE COUNTY AIRPORT ADVISORY BOARD
 Monday, Jan 18, 2023
 @ County AgriLife Building

MEMBERS PRESENT:	STAFF PRESENT:	GUESTS PRESENT:
David Smith	Tony Lombardi, Manager	Ethan Crane
Keith Keller	Keith Kramer, County	Ian Waghorn
Judie Mooney, EAA Rep	Bobby Watson, City	Darren Flores
Steve Allen		Dawn Duley
Paul Hannemann		Gwen Fullbrook
Chad Ellebracht		
Tim Lehmborg		
Absent		

CALL TO ORDER

The meeting was called to order at 1:30 PM by the Chairman, Steve Allen

APPROVAL OF MINUTES

Minutes of the regular Nov 28, 2022 meeting.

AIRPORT MANAGER’S REPORT

- Upcoming Events/Court Actions – The Manager reviewed the upcoming events for the airport and the recent commissioners court actions.
 - Event Update –
 - TXDOT Avn Conference – Apr 12-14
 - T-6 Formation Clinic – Apr 26-30
 - Airport Day (75th Anniversary) - May 20th
 - Court Actions – On Dec 12th, the Commissioners approved the Alpha Paving’s quote to paint a “no taxi” area on the airport’s north parking ramp; the re-appointment of Judie Mooney to the AAB; and the Land Use Agreement (LUA) for the TFS. On Dec 27th, the Commissioners approved the Gray’s purchase of Hague’s private hanger and approved a new 30-year lease. Finally, on Jan 9th, the Commissioners approved 3 County t-hanger leases (for C-12, C15 and C-18).
- T-hangars occupancy update. The Manager stated that we are 100% full...waiting list is at 26.
- Airport Status – the Manager reviewed the current status of the airport.

	Lights (PAPIs, Beacon, Rwy Edge, Taxiway, Signs)
	Communication (CTAF, GCO, AWOS)

	Weather Station
	Facilities
	Miscellaneous (Construction, Closures, etc)

- Airport Development Update:
 - Active Private Projects

#	Developer	LOI Date Rev'd	Status	Comments
1	Rhett Hawk Expansion	12/28/21	II	Response required by 01/18/23...
2	FBO Expansion	02/02/22	IV	
3	Darren Flores (Private Hangar)	02/18/22	IV	
6	224 Bus Crt LLC (2.55 acs south of SSBT)	6/22/22	II	LOI update received

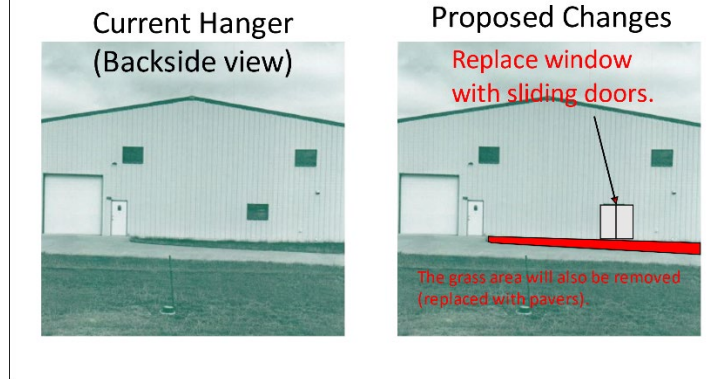
OPEN FLOOR

- Crosswind Aviation. Gwen Fullbrook discussed several topics with the board. Gwen started off mentioning that we won the Christmas Decoration award for the terminal building. Staying with the Christmas theme, Gwen summarized the successful “Santa Fly-in” event. Following that discussion, Gwen touched on the Airport’s 75th Anniversary event, the Hill County 99 meeting, updates on the AOPA High School Curriculum Initiative, and the Jacob Brodbeck statue. Finally, she mentioned that they are prepping for another ground school class.
- Tac Aero – Ian Waghorn mentioned that the tailwheel academy is very busy. They currently have 4 instructors with a plan to hire another. As for the maintenance branch, Ian mentioned that they recently hired Dawn Dooley to help run the shop.
- FBO – David mentioned that he and Beverly closed on the sale of the FBO to Ethan and Ashly Crane. David mentioned that he will remain on the FBO board of trustees to help Ethan.

NEW BUSINESS

- Patrick Gray’s hanger modification request. The Manager reviewed Patrick Gray’s request to modify the exterior of his private hanger. Patrick requested to replace a window with a sliding glass door. The board unanimously recommended approval.

Patrick Gray's Hanger (576 Airport Road)



- 224 BC LOI extension. The Manager reviewed a letter from Mark Cornett to request an extension of their LOI that was dated Jun 22, 2022. The board unanimously recommended approval of a 6-month extension.
- Airport Rescue Plan Act (ARPA) review and recommendation. The Manager reviewed the history of the ARPA topic. It was initially discussed during the Jan 2022 AAB meeting. At that time, the board took no action the topic because the board could not resolve the Judge's & the Court's concerns. At the Jan 10, 2022 Commissioners Court, the Judge and the Commissioners asked the Airport Advisory Board to review ARPA agreement, specifically the requirement to have a "face mask" policy IAW TSA and the CDC. At the Jan 18th Board meeting, the Board members would not accept a "face mask policy, so they tabled it with the hope that in the "near future" the mask policy would be removed by the feds. Fast forwarding to this meeting, the Manager mentioned that ARPA contract had the same language as the round II COVID relief act that was approved in Sept 2021. Furthermore, the Manager mentioned that the major issue the Judge and the board had in 2022 about having a "mask policy" is a moot point because the CDC has removed that requirement. The final point that the Manager mentioned was that the airport would get \$59K, if approved. The board unanimously recommended approval.
- (Added) Airport Development Process. The Manager reviewed the airport development process with the board. The major change that came out of the discussion was a proposal to add an option/development agreement to phase I. This agreement would be drafted after the approval of the "Letter of Interest" from the developer. Here are the suggested items that will be included in the agreement:
 - The agreement and the LOI will be presented to and approved by Commissioners Court
 - The developer will be charged 50% of the ground lease rate for that land until the official lease is signed. The payment will be upfront and non-refundable.
 - The contract will be for 6 months, with an auto renewal for an additional 6-month provided they provide an update to the Airport Advisory Board and pay the non-refundable fee for the additional 6-month period. Any additional extension will require a new contract and approval from the sponsor (i.e. Commissioners Court)
 - If the amount of land is not defined in the LOI, the Airport Manager will use the minimum lot size for the proposed hanger, in accordance with the Min operating Standards.

The board unanimously supported the development of the agreement and requested that the Manager develop a template by the next meeting for review.

- (Added) Light pole issue at the northwest corner of the FBO ramp. Steve Allen reviewed a complaint by a local pilot. The pilot is concerned with the light pole near the FBO ramp. The Manager mentioned that the light pole is not the only issue...There is a fence post and a fuel truck in the same area. The Manager requested assistance from the board to help solve this issue. Several board members volunteered to help.

OLD BUSINESS.

- CIP updates:
 - Phase II update. The Manager gave a quick update on the construction. The Manager stated that there are a few punch-list items remaining and the final walk-through has not been scheduled, yet.
 - Planning Study Update. The ALP with narrative has been approved by the FAA airspace department, and the ALP is out for final signatures.
 - “FAA Acknowledgment of Turf Options” update. The Manager mentioned that the “new” airport grounds keeper will start removing/treating the bonsai mesquite trees west of the runway.
 - Rhett Hawk’s request for approval on 2 new tenants. The Manager reviewed the board’s decision. Both tenants were deemed non-aeronautical, so therefore in accordance with the Rhett Hawk lease and FAA policy, the board disapprove the request.
 - Lease Review – The Manager mentioned that he has discussed the Rhett hawk lease with the new Judge, but nothing has been done at this point.

REPORTS

David Smith reviewed the fuel sales for last year and Tim Lehmborg reviewed the sale tax reports for the City and County.

BOARD MEMBER’S FINAL COMMENTS

- Keith Keller made a motion to the board to request the Airport Manager to solicit proposals from engineering firms to become the Airport’s “Engineer of Record” and help develop plans for future airport development (the motion was in support of the May 2022 board approved development plan). The board unanimously recommended approval.
- David Smith made a motion that the board will not support any “non-aeronautical” request for the airport unless it is for the already designated non-aeronautical areas (i.e. business park). The board unanimously recommended approval.


ADJOURNMENT (2:45). The board was adjourned. The next meeting was changed to Feb 22nd.

Note: all minutes are available on the airport website (<http://www.gillespiecounty.org/page/airport%20-%20AAB%20Minutes>)

Attachment



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Agenda

1. Call to Order
2. Approval of Minutes
3. Airport Manager's Report
4. Open floor (Crosswind, TFS, Tac Aero, and guest)
5. New Business
5. Old Business
6. EAA report/update/comments
7. Comments-FBO, EDC, and Board Members
8. Adjourn

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AAB

- Minutes Approval – vote needed
 - Nov 28th
- Airport Manager’s Report
 - Event Update (*Italicized - Unconfirmed*)
 - TXDOT Avn Conference – Apr 12-14
 - T-6 Formation Clinic – Apr 26-30
 - Airport Day (75th Anniversary) - May 20th

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AAB

- Airport Manager’s Report
 - Court Review – On Dec 12th, the Commissioners approved the Alpha Paving’s quote to paint a “no taxi” area on the airport’s north parking ramp; the re-appointment of Judie Mooney to the AAB; and the LUA for the TFS. On Dec 27th, the Commissioners approved the Gray’s purchase of Hague’s private hanger and approved a new 30-year lease. Finally, on Jan 9th, the Commissioners approved 3 County t-hanger leases (for C-12, C15 and C-18)
 - T-Hangar Occupancy – 100% (26)
 - Airport Status:

	Lights (PAPIs, Beacon, Rwy Edge, Taxiway, Signs) <ul style="list-style-type: none"> • Runway lights - PIC only
	Communication (CTAF, GCO, AWOS)
	Weather Station
	Facilities
	Miscellaneous (Construction, Closures, etc)

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AAB

- Airport Development Update:
 - Active Private Projects:

#	Developer	LOI Date Rcv'd	Status	Comments
1	Rhett Hawk Expansion	12/28/21	II	Response required by 01/18/23
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4	224 Bus Crt LLC (2.55 acs south of SSBT)	6/22/22	II	

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AAB

- AM comments
 - Eclipse Planning
 - Our new TXDOT Avn Planner, Daniel Benson.

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AAB

- Open Floor
 - Crosswind
 - Texas Forest Service
 - Rhett Hawk
 - Tac Aero Tailwheel Academy
 - Tac Aero MX
 - Guest

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Patrick Gray's Hanger Modification Request

(New Business)

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AAB

• New Business Continued:

- 224 BC LOI extension

January 4, 2022

Airport Advisory Board
Gillespie County Airport
C/O Tony Lombardi, Airport (T82) Manager
tlombardi@gillespiecounty.org

Re: Proposal to lease – approximately 2.5 acres in the Gillespie County Business Park
Phase 1 renewal request

Dear Airport Advisory Board,

We requested a Phase 1 approval on June 20, 2023 for 2.5 acres in the Gillespie Business Park, which was accepted by the AAB. We formally request an extension to the Phase 1 approval.

The following issues have developed:

1. GT Development, owned by one of our partners, has just completed suite 200 of 224 Business Court and have moved into their offices. Please drop in and see the new office. Along with building multiple houses, this has taken quite a bit of effort to complete. They have a lease for about another 18 months from Security State Bank. This is the timeline we are working with on having another site ready.
2. The interest rates and market changes have caused a pause in expansion of the home construction business. Although GT Development is actively building homes in Post Oak Village and developing additional lots along Pyka Lane, there is some concern to the potential for housing starts to diminish with a recent rise in interest rates. Therefore they are taking a very conservative approach to expansion.
3. We have learned a lot about building a new speculative building. Along with changes to the design for accommodating GT Development, we also have ideas on how to change the rental suites. Unfortunately, the rental market rates have remained constant while the costs to construct have risen significantly from when we started at 224 Business Courts. The financial model is considerably different.
4. We have spoken to two potential tenants about space at the new site. They have expressed interest but are not really sure what they ultimately need or want to pay for.

For these reasons, we request an extension to the Phase 1 approval for the 2.5 acre site. Thank you for your consideration.

Sincerely

Mark Cornett
224 Business Court, LLC
Copy: Jacob Grant and Clint Hawn

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AAB

- **New Business Continued:**
 - Airport Rescue Plan Act (ARPA) review and recommendation
 - Submitted Application in Dec 2021(Comm Court approved 12/13/2021)
 - On Comm Court agenda on Jan 10th, it was tabled w/no action
 - AAB tasked to review it...Judge Stroehler was concerned with mask requirement
 - AAB reviewed it at their regular schedule AAB meeting on Jan 18th
 - Tabled...readdress in 6 months

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AAB Minutes

- Airport Rescue Plan Act (ARPA) review and recommendation. On Jan 10th, Commissioners Court reviewed the grant agreement associated with the Airport Rescue Plan Act (ARPA) (3rd round of the COVID 19 relief acts). If the County accepted the grant, the airport would receive \$59K. During the review, the Judge identified several concerns with the wording of the grant agreement. The main concern was related to the requirement to implement a "face covering policy" in accordance with the CDC and TSA guidelines. Due to these concerns, the Court tabled the agreement and requested that the AM contact TXDOT for clarification, and in addition, the court wanted to know what other airports in the area were doing. The Court also wanted the opinion of the AAB on ARPA. Tasked by the Court, the AAB reviewed and discussed the ARPA agreement. The consensus of the board was that they do not support the federal requirement to implement a "face covering policy". The AM mentioned that the airport/County has already accepted the first 2 rounds of grants (CARES Act (\$69K + the CIP phase II sponsor's share (~\$200K) and CRRSAA(\$23K)). The AM also mentioned that he contacted TXDOT last week and according to comments he received, TXDOT was unaware of the face covering policy until the AM mentioned it. TXDOT also mentioned that their legal team is investigating/researching this requirement. In addition, as for the request to contact similar airports in the area, the AM summarized their responses..."No mask mandates by any of them". Finally, the AM pointed out that a decision to accept the agreement was not required until June 30, 2025, so we have time to see if things change in the near future. After the discussion concluded, Mr. Smith gave the board 3 options to decide on:
 - Recommending accepting the agreement
 - Table the topic for 6 months
 - Outright recommend not to accept the agreement
- The board unanimously recommended to table it for 6 months.

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AAB

- Old Business:
 - Capital Improvement Projects (CIP)
 - Phase II update T82
 - Planning Study Update – Approved (Out for Signature)
 - FAA AC 150/5300-13B...2.10.6 Aircraft Operations in the Unpaved Runway Safety Area (RSA) – Update
 - Lease Review
 - Rhett Hawk request for new tenants (non-aeronautical use)


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AAB

- EAA report/update/comments
- Comments-FBO, EDC, and Board Members

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FBO Fuel Sales

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
AvGas - Gals													
Gillespie Air Services @ Retail	8,665	9,307	11,910	12,850	12,694	9,721	10,286	9,858	12,083	11,521	7,064	6,549	122,509
Net Total AvGas Market TR2	8,665	9,307	11,910	12,850	12,694	9,721	10,286	9,858	12,083	11,521	7,064	6,549	122,509
Total Market, Same Month, Prior Yr	9,323	6,091	9,839	11,514	8,806	11,648	9,384	9,918	14,726	13,413	10,574	10,411	126,208
Percent Growth (Decline)	-7%	54%	21%	8%	44%	-18%	10%	-1%	-18%	-14%	-33%	-37%	-3%
Cumulative YTD - This Year	8,665	17,972	29,882	42,732	55,426	65,147	75,433	85,291	97,375	108,896	115,960	122,509	
Last Year	9,323	15,374	25,213	37,027	45,833	57,782	67,166	77,084	89,811	105,224	115,797	125,239	
Percent Growth (Decline)	-7%	-17%	-19%	-15%	-21%	-13%	-12%	-11%	-6%	-3%	-6%	-3%	
% Total by Month	23.8%	25.7%	20.4%	25.1%	23.8%	16.4%	17.1%	26.1%	28.6%	28.4%	19.1%	26.5%	
Jet A - Gals													
Gillespie Air Services @ Retail	27,790	26,870	46,538	38,290	40,075	49,716	49,704	21,866	30,155	29,086	29,985	18,180	414,915
FF 12,065 Gal													
FF 9,883 Gal													
FF 5,459 Gal													
FF 11,300 Gal													
FF 15,732 Gal													
FF 8,444 Gal													
Net Total Jet A Market TR2	27,790	26,870	46,538	38,290	40,075	49,716	49,704	21,866	30,155	29,086	29,985	18,180	414,915
Total Market, Same Month, Prior Yr	28,532	19,431	31,218	31,285	26,500	45,694	31,347	28,892	35,271	44,024	43,315	38,309	403,868
Percent Growth (Decline)	-3%	38%	49%	22%	52%	9%	56%	35%	-15%	-34%	-31%	-53%	3%
Cumulative YTD - This Year	27,790	54,660	101,198	139,488	180,103	229,819	279,523	301,389	331,544	360,630	390,615	414,915	
Last Year	28,532	47,963	79,181	110,466	137,016	182,710	214,057	242,949	278,220	322,244	365,559	403,868	
Percent Growth (Decline)	-3%	14%	28%	24%	31%	26%	31%	23%	21%	14%	9%	5%	
% Totl by Month	75.2%	74.3%	79.6%	74.9%	76.2%	83.6%	82.0%	73.9%	71.4%	71.6%	80.9%	73.5%	
Total Fuels													
Total Fuels Market TR2 - Gals	36,455	36,177	56,448	51,140	53,369	59,437	60,051	37,724	42,236	40,607	37,049	24,729	537,424
Total Market, Same Month, Prior Yr	37,855	25,481	41,058	43,200	35,356	57,542	40,731	35,811	49,997	57,437	53,899	48,720	530,077
Percent Growth (Decline)	-4%	42%	42%	18%	51%	3%	47%	-3%	-16%	-29%	-31%	-49%	1%
Cumulative YTD - This Year	36,455	72,632	131,080	182,220	235,589	295,026	355,076	392,800	435,036	475,643	512,632	537,424	
Last Year	37,855	63,336	104,394	147,594	182,950	240,492	281,223	320,034	370,031	427,468	481,357	530,077	
Percent Growth (Decline)	-4%	13%	26%	23%	29%	23%	26%	23%	18%	11%	7%	1%	
Market Change by Quarter													
Market by Quarter			1st			2nd		3rd			4th	YTD Totals	
Percent change 2021 to 2022			30%			32%		8%			-4%	2%	
Year 2022 Total Fuels by Quarter			131,080			163,949		140,013			102,385	537,424	
Year 2021 Total Fuels by Quarter			104,394			136,098		129,539			160,048	530,077	

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