

Minutes of the  
GILLESPIE COUNTY AIRPORT ADVISORY BOARD  
Monday, Oct 19, 2020  
Zoom Meeting

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MEMBERS PRESENT:	STAFF PRESENT:	GUESTS PRESENT:
Mike Roberts	Tony Lombardi, Manager	Lucas Walker
David Smith	Dennis Neffendorf	Gwen Fullbrook
Gary Stehling	Bobby Watson	Ethan Crane
Bob Hickerson		
Judie Mooney, EAA Rep		
Steve Allen		
Tim Lehmborg		
Absent		

### CALL TO ORDER

The meeting was called to order at 1:32 PM by the Chairman, Mike Roberts

### APPROVAL OF MINUTES

Minutes of the regular Sept 21, 2020 meeting were approved.

- Mr. Smith reviewed the email approval of Jacob Grant's LOI. The AAB approved the LOI on Sept 23<sup>rd</sup>.

### AIRPORT MANAGER'S REPORT

- Upcoming Events/Court Actions – The AM reviewed the upcoming events for the airport and the recent commissioners court actions.
  - Events:
    - TX V-tails formation training – 6-8 Nov
    - Santa Fly-in, sponsored by Crosswind – 19 Dec
  - Court Action – The AM reviewed the following 2 items - On 9/27, Court approved amendment to PHASE II grant (including CARES ACT Group 1 funds); On 10/12, the court approved the CARES ACT project (installation of the waterline loop and fire hydrant).
- T-hangars occupancy update. The AM stated that we are 100% full...waiting list is at 22

### NEW BUSINESS –

- CIP updates:
  - Phase II update. The AM provided the AAB with an update on the phase II project. The new RFQ was released Oct 5th. The RFQ responses are due Nov 3rd. The Selection board plans to meet Thursday, Nov 5th at 1:30pm. If a selection is determined, the board plans to present the results at Commissioners Court on Monday, Nov 9th. The AM also reviewed options to replace Mike Roberts on the selection board. Judge Stroehrer will determine who replaces Mike. Finally, the AM reviewed some of the desired changes to the phase II project (see the attached slides).

- Planning Study/Action plan – The AM reviewed the other CIP project that is scheduled for this fiscal year. The AM gave a summary of why the planning study is needed. The main reason is to update to the airport’s master plan. The study should provide a CIP plan for the next 10-15 years. The study should also correct/update some of the required charts for the airport. The AM mentioned that a RFQ will be released soon with the following scope of work:
  - Scope:
    - Next 10 – 15 year CIP plan
    - Update the Airport Layout Plan/Drawing (ALP/ALD) (Current one is dated 2010/approved 2011)
    - Update the Property Map (Created in 2007, updated 2019)
    - Create a new Hazard Zoning Chart (Current unapproved chart is dated 2007). This chart is part of the airport zoning ordinance.
    - Geospatial airspace evaluation for the approach and departure zone for runway 14/32. This will ensure that the protected airspace is safe.
- Zero-turn – The AM presented the board with a quote for a new zero-turn mower. The airport’s current mower is about to die, and the AM wants to replace it with a 60in John Deere diesel zero-turn mower. The AM suggested using “Cares Act” funds for the purchase (100% funded by the FAA). The only catch is that the mower needs to be “Made in America”. The quote was for \$14,814.03.
  - The board unanimously recommended approval. The AM needs to verify with the John Deere dealer if the mower is made in America.

#### **OLD BUSINESS.**

- Airport Zoning Ordinance/JAZB update – The AM gave a quick update on the JAZB. The 4 appointed members are currently working out selecting their 5<sup>th</sup> member.
- Water Line/Fire Hydrant (Cares Act Project) Update – The AM notified the AAB that this project was placed on an indefinite hold due to new FAA Cares ACT guidance. According to TXDOT, the FAA will not fund any new development, and this project is considered new development. The FAA will create a new development amendment in the future, but no timeline is available. The AM mentioned that we have 4 years to use our funds, so we can wait out the FAA.

#### **REPORTS**

EAA report – Mrs. Mooney stated that there is nothing to report from the EAA group.

Dave Smith reviewed the fuel sales and Tim Lehmborg reviewed the sale tax reports for the City and County. David Smith told the board that the FBO is forecasting selling ~385K gallons of fuel this year. Mr. Smith also mentioned that the FBO should get their repaired AVGAS truck back this month, and they expect to have the north pump repaired in November.

Crosswind Update – Gwen provided an update to her flight/ground school. She stated that they currently have 20 students. She also stated that they are going to start offering scenic ride with her new Stearman aircraft. She also mentioned that they are providing Veteran rides on Nov 7<sup>th</sup> (11-2). Finally, Gwen stated that she is coordinating a fly-over on Veteran’s day (no details provided).


#### **ADJOURNMENT (2:25 pm) and next our next meeting is Nov 16th.**

(Note: Topics for November: No Meeting in Dec; Change Jan’s meeting date (Jan 18th (MLK day)); Reappointment of Steve Allen & Bob Hickerson; and it is Gary’s last board meeting)

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



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## Agenda

1. Call to Order
2. Approval of Minutes of the Aug 17<sup>th</sup> meeting
3. Airport Manager's Report
4. New Business
5. Old Business
6. EAA report/update/comments
7. Comments-FBO, EDC, Board, Crosswind, Visitors
8. Adjourn

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# AAB

- Sept's Minutes Approval – vote needed
- Airport Manager's Report
  - Event Update
    - TX V-tails formation training – 6-8 Nov
    - Santa Fly-in, sponsored by Crosswind – 19 Dec
  - Court Review – On 9/27, Court approved amendment to PHASE II grant (including CARES ACT Group 1 funds); On 10/12, the court approved the CARES ACT project (installation of the waterline loop and fire hydrant).
  - T Hangar Occupancy – 100% (22)

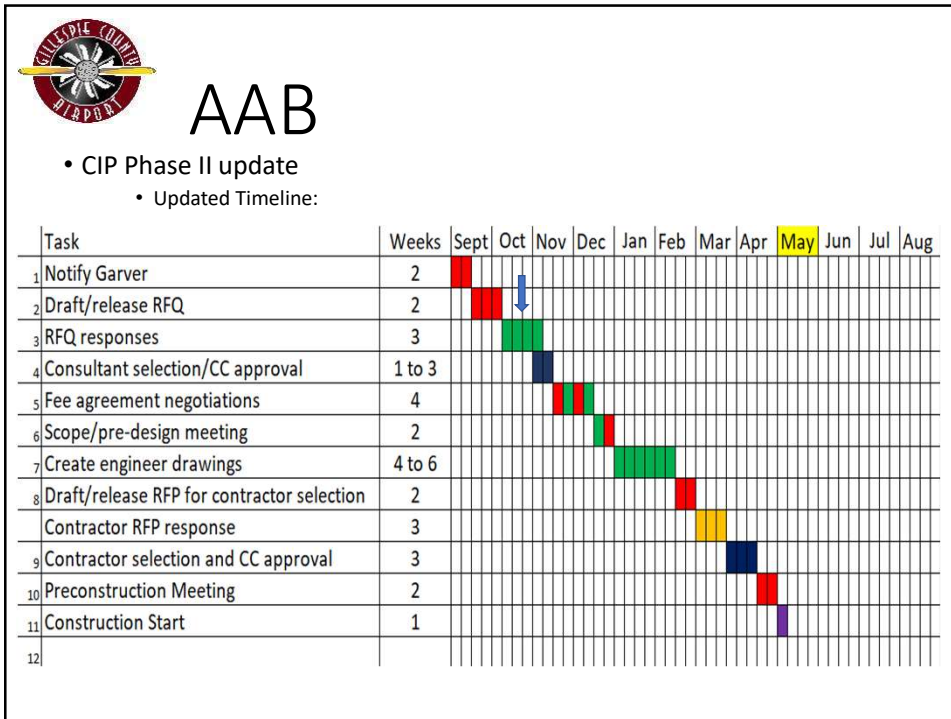
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# AAB

- New Business –
  - CIP
    - Phase II
      - RFQ was released (Oct 5<sup>th</sup>)
      - Responses are due - Tuesday, Nov 3rd by midnight
      - Selection board schedule
        - Selection Board (replacement for Mike Roberts)
          - Judge Stroehrer's call
            - Option 1 – replace with another AAB member (Steve, Bob or Judie)
            - Option 2 – replace with a Commissioner
        - Thursday, Nov 5<sup>th</sup> after lunch
        - Friday, meet for follow-up, if needed
        - Monday, present to CC

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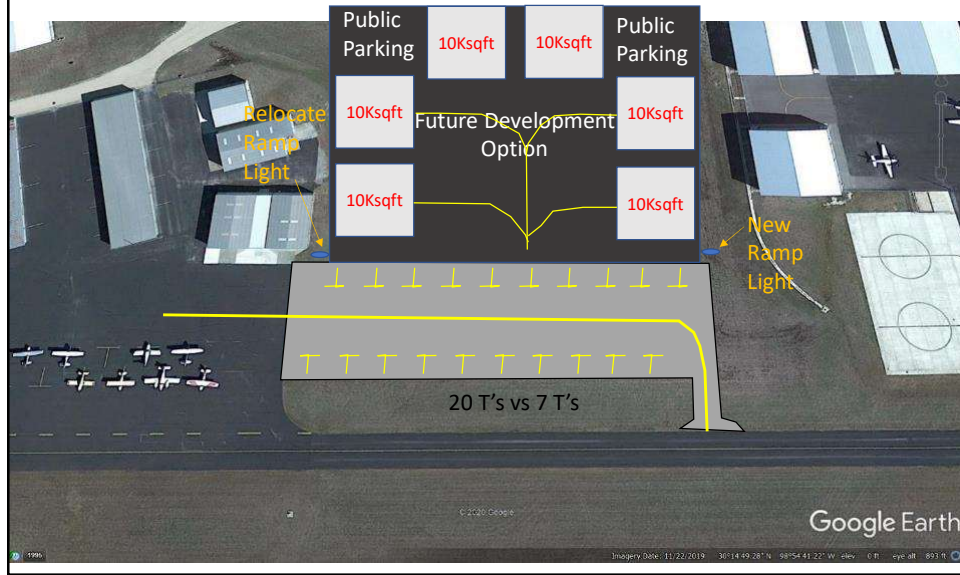


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# Ramp Change



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# Original Drainage Plan



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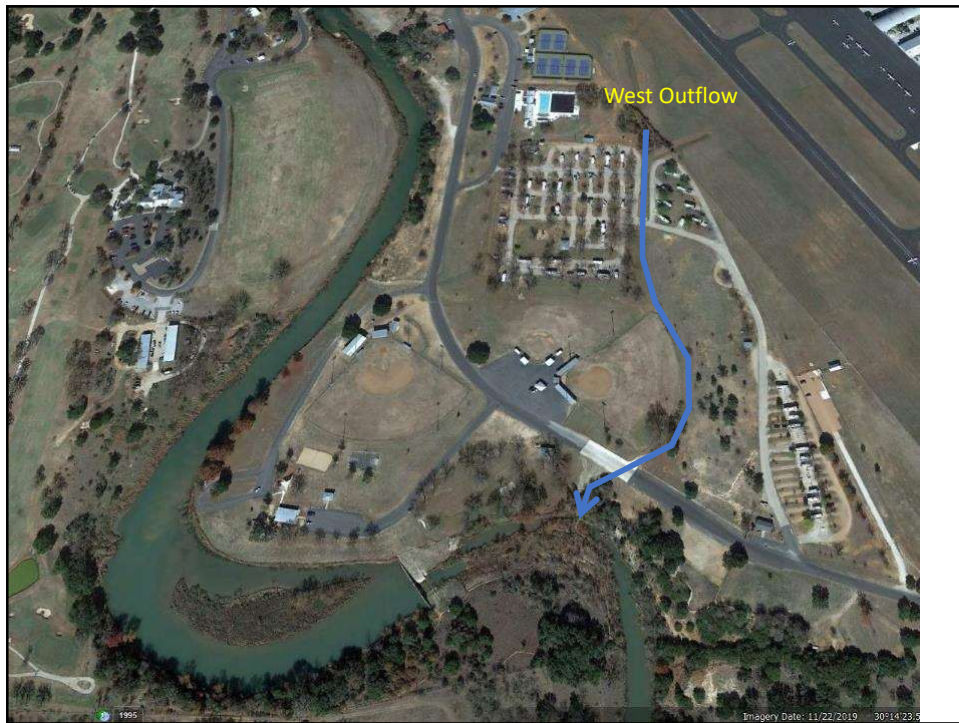
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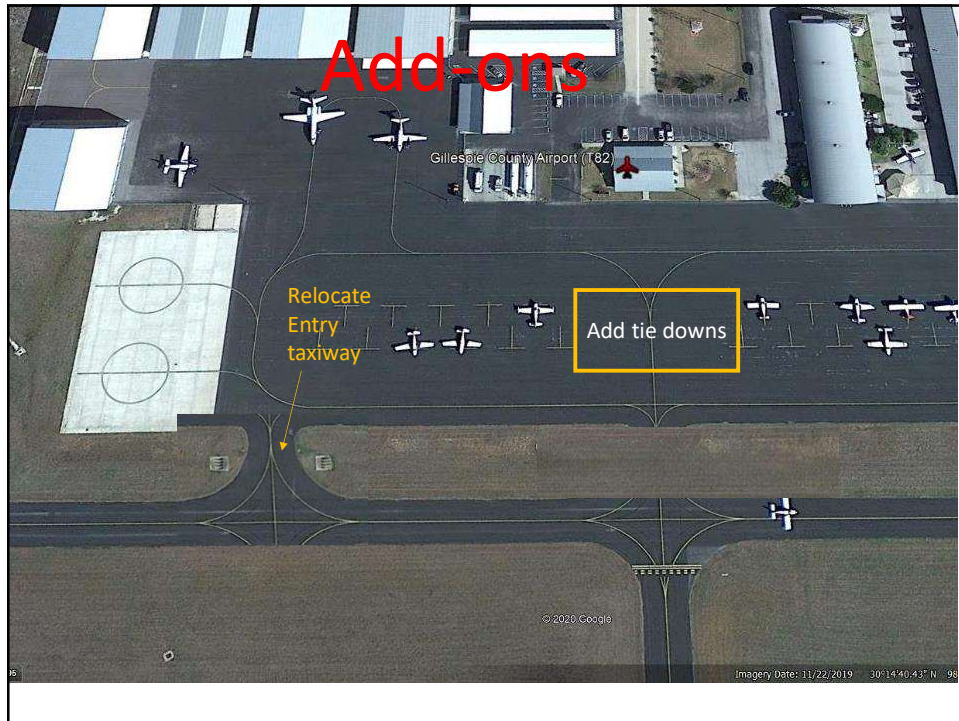


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## Detention Pond Options



Original Plan

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## Change Business Ct



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### Move Detention pond to End of 14



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### Move Detention pond to west side



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# AAB

- New Business –
  - CIP con't
    - Planning Study/Action plan
      - RFQ currently in draft
      - Scope:
        - Next 10 – 15 year CIP plan
        - Update the Airport Layout Plan/Drawing (ALP/ALD) (Current one is dated 2010/approved 2011)
        - Update the Property Map (Created in 2007, updated 2019)
        - Create a new Hazard Zoning Chart (Current unapproved chart is dated 2007). This chart is part of the airport zoning ordinance.
        - Geospatial airspace evaluation for the approach and departure zone for runway 14/32. This will ensure that the protected airspace is safe.
    - Consultant Engineer Selection Board (this is different from Phase II)

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# AAB

- New Business –
  - Zero-Turn Mower
    - JOHN DEERE Z994R Diesel
    - 60in
    - Mulch on demand
    - Quote: \$14,814.03
      - Discounted by \$4,424.97
    - CARES ACT Funds (TXDOT approved)



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## AAB

- Old Business Continue
  - Airport Zoning Ordinance/JAZB update
    - Board Members – Mayor Gary Neffendorf, Councilman Bobby Watson, Commissioner Donnie Schuch and Judge Mark Stroehler
    - Possible email meeting to pick their 5<sup>th</sup> member
  - Water Line/Fire Hydrant (Cares Act Project) – Update
    - Placed on hold on Oct 13<sup>th</sup>, due to FAA renegeing on policy

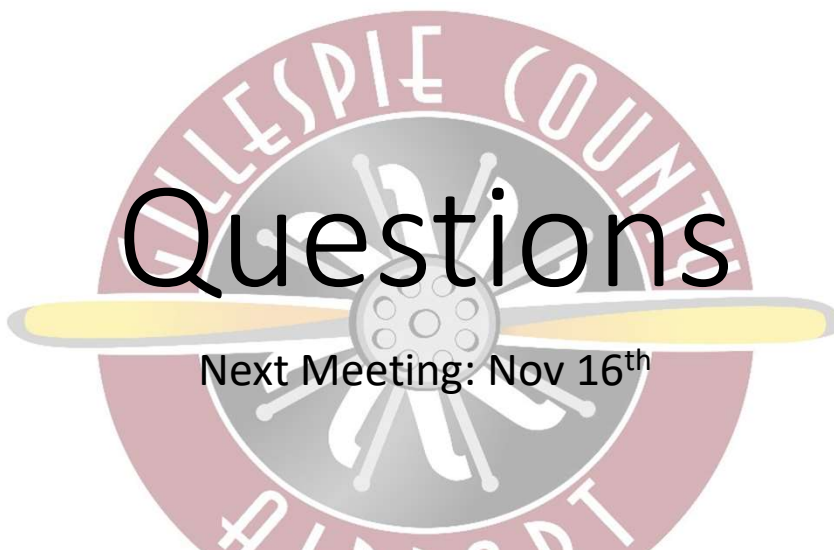
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## AAB

- EAA report/update/comments
- Comments-[FBO](#), [EDC](#), Crosswind, Board, Visitors

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# Questions

Next Meeting: Nov 16<sup>th</sup>

(Note: Topics for November: No Meeting in Dec; Change Jan's meeting date (Jan 18<sup>th</sup> (MLK day)); Reappointment of Steve Allen & Bob Hickerson; and it's Gary's last board meeting)

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Fuel Market Sept 20.xlsx T82 Fuel Market 2020 10/9/2020

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
<b>AvGas - Gals</b>													
Gillespie Air Services @ Retail	6,355	8,732	7,920	6,333	10,472	11,518	10,534	11,550	10,236				
Net Total AvGas Market T82	6,355	8,732	7,030	6,333	10,472	11,518	10,534	11,550	10,236				
Total Market, Same Month, Prior Yr	7,923	8,036	10,023	13,510	7,901	9,171	9,095	11,337	11,208	10,898	10,949	8,377	119,417
Percent Growth (Decline)	-20%	9%	-21%	-53%	33%	26%	5%	2%	-9%				
Cumulative YTD - This Year	6,355	15,086	23,007	29,340	39,812	51,330	61,864	73,414	83,650				
Last Year	7,923	15,959	25,961	39,491	47,392	56,563	66,559	77,895	89,193	100,091	111,040	119,417	
Percent Growth (Decline)	-20%	-5%	-11%	-26%	-16%	-9%	-7%	-6%	-6%				
% Total by Month	21.7%	27.0%	32.5%	44.9%	40.9%	29.2%	32.2%	25.9%	28.5%	#DIV/0!	#DIV/0!	#DIV/0!	
<b>Jet A - Gals</b>													
Gillespie Air Services @ Retail	22,969	22,910	16,456	7,777	15,102	27,991	22,191	33,107	25,683				
Net Total Jet A Market T82	22,969	22,910	16,456	7,777	15,102	27,991	22,191	33,107	25,683				
Total Market, Same Month, Prior Yr	15,890	18,391	24,868	21,119	17,755	22,229	24,246	38,336	33,338	32,507	22,514	27,821	299,038
Percent Growth (Decline)	45%	25%	-34%	-63%	-15%	26%	-8%	-14%	-23%				
Cumulative YTD - This Year	22,969	45,889	62,335	70,112	85,214	113,205	135,396	168,504	194,187				
Last Year	15,890	34,281	59,169	80,286	96,043	120,272	144,518	182,857	216,195	248,702	271,217	299,038	
Percent Growth (Decline)	45%	34%	5%	-13%	-13%	-6%	-6%	-8%	-10%				
% Total by Month	78.3%	72.4%	67.5%	55.1%	59.1%	70.8%	67.8%	74.1%	71.5%	#DIV/0!	#DIV/0!	#DIV/0!	
<b>Total Fuels</b>													
Total Fuels Market T82 - Gals	29,324	31,642	24,376	14,110	25,573	39,509	32,725	44,657	35,919				
Total Market, Same Month, Prior Yr	23,813	26,427	34,911	34,629	25,656	31,400	34,241	49,676	44,636	43,406	33,464	36,199	418,455
Percent Growth (Decline)	23%	20%	-30%	-59%	0%	26%	-4%	-10%	-20%				
Cumulative YTD - This Year	29,324	60,966	85,342	99,453	125,026	164,535	197,260	241,917	277,836				
Last Year	23,813	50,239	85,150	119,779	145,435	176,835	211,076	260,752	305,307	348,703	382,257	418,455	
Percent Growth (Decline)	23%	23%	0%	-17%	-14%	7%	-7%	-7%	-9%				
<b>Market Change by Quarter</b>													
Market by Quarter			1st			2nd		3rd		4th			YTD Totals
Percent change 2019 to 2020			6%			-14%		-12%					
Year 2020 Total Fuels by Quarter			85,342			79,183		113,301					277,836
Year 2019 Total Fuels by Quarter			85,150			91,685		128,562					418,455

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