

Minutes of the  
 GILLESPIE COUNTY AIRPORT ADVISORY BOARD  
 Monday, Oct 17, 2022  
 @ County AgriLife Building

MEMBERS PRESENT:	STAFF PRESENT:	GUESTS PRESENT:
David Smith	Tony Lombardi, Manager	Ethan Crane
Keith Keller	Keith Kramer, County	Tim Lehmborg
Judie Mooney, EAA Rep	Bobby Watson, City	Darren Flores/Chandler Bartley
Steve Allen		Dawn Duley
Paul Hannemann		Tim Pierson/Randal Fuchs (TFS)
Chad Ellebracht		Gwen Fullbrook
		Tom Bierschuale
Absent		

**CALL TO ORDER**

The meeting was called to order at 1:29 PM by the Chairman, David Smith

**APPROVAL OF MINUTES**

Minutes of the regular Sept 19, 2022 meeting and Oct 5<sup>th</sup> Special Meeting were approved.

**CHAIRMAN’S OPENING STATEMENTS**

David Smith opened the meeting by reviewing the resolution of the Snelgrove allegations. (Snelgrove had wrongly accused the airport of discriminating against a lease holder). Following that statement, Mr. Smith discussed the vacant spot on the board left by Snelgrove’s resignation in May. He also mentioned that the board needs to find/think about appointing a new Chairman for next year because he does not believe he can continue as Chairman with his hearing issues.

Commissioner Kramer responded to Mr. Smith’s vacant AAB spot discussion. Comm Kramer mentioned that the Court wants to fill the position with an experienced former member and mentioned that he plans to appoint Tim Lehmborg to that position. The Board voted unanimously to support that appointment.

**AIRPORT MANAGER’S REPORT**

- Upcoming Events/Court Actions – The AM reviewed the upcoming events for the airport and the recent commissioners court actions.
  - Event Update –
    - Fireworks – Oct 28 @8pm
    - Texas V-Tail Formation Clinic – Nov 3-6
    - Santa Fly-in – Dec 17, 1-3pm (Sat)
    - 2023
      - TXDOT Avn Conference – Apr 12-14

- T-6 Formation Clinic – Apr 26-30
- Airport Day (75th Anniversary) - May 20th
  - Court Action – On Sept 29<sup>th</sup> (At a Special Comm Court), the Commissioners and Judge received the ALP presentation from Garver...Voted to approve.
- T-hangars occupancy update. The AM stated that we are 100% full...waiting list is at 36.
- Airport Status – the AM reviewed the current status of the airport.

	Lights (PAPIs, Beacon, Rwy Edge, Taxiway, Signs) <ul style="list-style-type: none"> <li>• Runway lights - PIC only (waiting parts)</li> </ul>
	Communication (CTAF, GCO, AWOS)
	Weather Station
	Facilities
	Miscellaneous (Construction, Closures, etc) briefed during the Phase II update

- 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	III	Lease under review at Courthouse
3	Darren Flores (Private Hangar)	02/18/22	III	Lease under review at Courthouse
5	<del>McKnight</del>	<del>5/12/22</del>	<del>II</del>	Requested to cancel their LOI
6	224 Bus Crt LLC (2.55 acs south of SSBT)	6/22/22	II	


## OPEN FLOOR

- Crosswind Aviation. Judie Mooney reviewed Crosswind's operations for Gwen Fullbrook. She stated that the flight training is busy (39 active flyers). She also stated that Gwen plans to attend the AOPA High School Curriculum Conference in Memphis in November, and also plans to host a WASP exhibit in Mar in the terminal building.
- Texas Forest Service – Tim Pierson provided a quick update for the Forest Service. He stated that we need rain...he also alluded to the possibility of bringing back air assets due to the drought conditions. He concluded that this was his last meeting because he is leaving the TFS...no replacement was announced.
- Tac Aero MX – Tom Bierschuale stated that they are very busy, and they are down a mechanic.

- Rhett Hawk – Dawn Duley stated that they are excited to have the Tac Aero’s Tailwheel Academy return to T82.

**NEW BUSINESS**

- Formalized AAB Selection Process. The AM proposed a formalized AAB selection process at the AAB level. He emphasized that the appointment process belongs to the Commissioners. Here is the process that the AAB voted to support:




**AAB**


**Airport Advisory Board Member Selection Process (As a reminder, the Comm Court appoints members. The Board can only recommend candidates)**

- Once a vacancy is announced, the Airport Manager will be the “gate keeper”. He will solicit nominations from the Airport Advisory Board, the Commissioners, and the Judge
- The AAB Chairman will designate 2-3 board members as the selection committee (not to include the Chairman). The Committee will select the top 3 candidates from the nomination list. The Airport Manager will assist the selection committee (as a non-voter)
- The Committee will review resumes and conduct interviews, if needed/required.
- The Committee will present the top 3 nominees to the AAB for approval and ranking.
- The AAB Chairman (or Airport Manager, if asked) will forward the recommendations to the Commissioners
- The Commissioners, at their discretion, will select one of the nominees or select another candidate of their choosing.
- Once notified by the Commissioners, the Airport Manager will ensure the approved nominee is willing to serve and is on the Commissioners Court Agenda for appointment.


- Quotes for Utility Vehicles: The AM reviewed multiple quotes for utility vehicles. There are long lead times to purchase all of the vehicles. The Board voted to support the purchase of the Gator HPX815E.



**AAB**



- Quotes:
  - John Deere:
    - 2023 - GATOR™HPX615E (Gas) \$14,427.25 (March 2023)
    - 2023 - GATOR™HPX815E (Diesel) \$15,758.35 (Jan 2023)
  - Kawasaki
    - 2023 – PRO-FX (Gas)- \$16,228



## **OLD BUSINESS.**

- CIP updates:
  - Phase II update. The AM gave a quick update on the construction. The AM stated that construction is 98% complete.
  - Planning Study Update. The ALP with narrative was sent to the FAA for their approval. It is a 2–3-month process.
  - “FAA Acknowledgment of Turf Options” update. The AM stated that no progress has occurred, except some groundwork by local pilots.
  - Lease Review – The AM mentioned that he has sent 2 options to the Judge to correct the major lease violation that was identified during the lease review. He also said he is working on edits for the “Minimum Operating Standards” that was also identified in the lease review.

## **REPORTS**

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


**ADJOURNMENT** (2:28). The board was adjourned. The next meeting was changed to Nov 28<sup>th</sup>.

**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
  - Sept 19th
  - Special Oct 5<sup>th</sup> Meeting
- Airport Manager’s Report
  - Event Update (*Italicized - Unconfirmed*)
    - Fireworks – Oct 28 @8pm
    - Texas V-Tail Formation Clinic – Nov 3-6
    - Santa Fly-in – Dec 17, 1-3pm (Sat)
    - 2023
      - TXDOT Avn Conference – Apr 12-14
      - *T-6 Formation Clinic – Apr 26-30*
      - *Airport Day (75<sup>th</sup> Anniversary) - May 20th*

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# AAB

- Airport Manager’s Report
  - Court Review – On Sept 29<sup>th</sup> (At a Special Comm Court), the Commissioners and Judge received the ALP presentation from Garver...Voted to approve.
  - T-Hangar Occupancy – 100% (37)
  - Airport Status:

	Lights (PAPIs, Beacon, Rwy Edge, Taxiway, Signs) <ul style="list-style-type: none"> <li>• Runway lights - PIC only</li> </ul>
	Communication (CTAF, GCO, AWOS)
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	Miscellaneous (Construction, Closures, etc) We brief during the Phase II update

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# AAB

- Airport Development Update:
  - Active Private Projects:

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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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# Formalized AAB Selection Process

(New Business)

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## AAB

Airport Advisory Board Member Selection Process (As a reminder, the Comm Court appoints members. The Board can only recommend candidates)

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## Utility Vehicle

(New Business)

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## AAB



### • Quotes:

#### • John Deere:

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#### • Kawasaki

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## AAB

- Old Business:
  - Capital Improvement Projects (CIP)
    - Phase II update T82
    - Planning Study Update – At FAA for approval (2-3 Month process)
  - FAA AC 150/5300-13B...2.10.6 Aircraft Operations in the Unpaved Runway Safety Area (RSA) – Update
  - Tac Aero's request to purchase Allen's Hangar
  - Lease Review


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## AAB

- EAA report/update/comments
- Comments-FBO, EDC, and Board Members
- Next Meeting: Nov 21st (AM is out of town)...other options: Mon, Nov 28 or Mon, Dec 5th

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### FBO Fuel Sales

AvGas - Gals	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
Gillespie Air Services @ Retail	8,665	9,307	11,915	12,850	12,679	9,721	10,286	9,858	12,083				
Net total AvGas Market T82	8,665	9,307	11,915	12,850	12,679	9,721	10,286	9,858	12,083				
Total Market, Same Month, Prior Yr	9,323	6,051	9,839	11,914	8,805	11,648	9,384	9,918	14,726	13,413	10,674	10,411	126,208
Percent Growth (Decline)	-7%	54%	21%	8%	44%	-18%	10%	-3%	-18%				
Cumulative YTD - This Year	8,665	17,972	29,887	42,737	55,416	65,137	75,424	85,281	97,365				
Last Year	9,323	15,374	25,213	37,127	45,933	57,782	67,166	77,084	91,811	105,224	115,797	126,208	
Percent Growth (Decline)	-7%	17%	19%	15%	21%	13%	12%	11%	6%				
% Total by Month	23.8%	25.7%	20.4%	25.1%	23.8%	16.4%	17.1%	26.1%	28.9%	#DIV/0!	#DIV/0!	#DIV/0!	
<b>Jet A - Gals</b>			FF 12,065 Gal	FF 9,883 Gal	FF 5,458 Gal	FF 11,350 Gal	FF 15,732 Gal	FF 8,444 Gal					
Gillespie Air Services @ Retail	27,790	26,870	46,538	38,290	40,675	49,566	49,764	27,866	30,155				
Net Total Jet A Market T82	27,790	26,870	46,538	38,290	40,675	49,566	49,764	27,866	30,155				
Total Market, Same Month, Prior Yr	29,532	19,431	31,218	31,285	26,050	45,094	31,247	28,892	35,271	44,024	43,315	38,309	403,868
Percent Growth (Decline)	-3%	38%	49%	22%	53%	8%	59%	-4%	-15%				
Cumulative YTD - This Year	27,790	54,660	101,198	139,488	180,163	229,729	279,493	307,359	337,514				
Last Year	28,532	47,963	78,181	110,466	137,016	182,710	214,057	242,849	278,220	322,244	365,559	403,868	
Percent Growth (Decline)	-3%	14%	28%	26%	31%	26%	31%	27%	21%				
% Total by Month	78.2%	74.3%	79.6%	74.9%	76.2%	83.6%	82.9%	73.9%	71.4%	#DIV/0!	#DIV/0!	#DIV/0!	
<b>Total Fuels</b>													
Total Fuels Market T82 - Gals	36,455	36,177	58,453	51,140	53,354	59,287	60,051	37,724	42,238				
Total Market, Same Month, Prior Yr	37,855	25,481	41,058	43,200	35,358	57,542	40,731	38,811	49,997	57,437	53,889	48,720	530,077
Percent Growth (Decline)	-4%	42%	42%	18%	51%	3%	47%	-3%	-16%				
Cumulative YTD - This Year	36,455	72,632	131,085	182,225	235,579	294,866	354,917	392,641	434,879				
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%	15%	26%	23%	29%	23%	26%	23%	18%				
<b>Market Change by Quarter</b>													
Market by Quarter			1st		2nd		3rd		4th	YTD Totals			
Percent change 2021 to 2022			36%		30%		8%						
Year 2022 Total Fuels by Quarter			131,085		163,781		140,013		434,879				
Year 2021 Total Fuels by Quarter			104,394		186,058		129,539		530,077				

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# Questions

Next Meeting: Nov/Dec

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