

Minutes of the
GILLESPIE COUNTY AIRPORT ADVISORY BOARD
Monday, Oct 21, 2024
@ Airport Terminal

MEMBERS PRESENT:	STAFF PRESENT:	GUESTS PRESENT:
Steve Allen	Tony Lombardi, Manager	Dawn Duley
Tim Lehmberg	Keith Kramer, County	Ethan Crane
Kory Keller		Larry Hauptrief - EAA
Gwen Fullbrook		Fran DeFazio
Paul Hannemann		Don Millhouse
Chad Ellebracht		
Absent		
Dan Sechrist	Bobby Watson, City	

CALL TO ORDER

The meeting was called to order at 1:00 PM by the Chairman, Steve Allen

APPROVAL OF MINUTES

Minutes of the regular Sept 16, 2024 meeting were approved.

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 –
 - 2024
 - Oct 24-27 – Texas V-tails Annual Formation Clinic
 - Nov 6th – AEP Tabletop exercise
 - Dec 21st – Santa Fly-in (1-3pm)
 - 2025
 - May 3rd – Airport Open House (50th Annv. of end of V-War)
- Court Actions – On Sept 23rd, the court approved the updated to the “Rates and Fees” and the FY 25 RAMP agreement. On Oct 14th, the Court approved the Resolution and associated paperwork for the County Airport CIP for a drainage study. (Non-airport request) The Court approved the modification of the placement of Lou DeFazio’s memorial stone, pending AAB approval.
- T-hangers occupancy update. The Manager stated that the County T-hangers are 100% full...waiting list is at 38.

- 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 Rcv'd	Status	Comments
1	EPCON	5/22/24	PHII	Dev'l Agmt in coordination (not signed)...Requested a Jan 2025 start date

OPEN FLOOR

- EAA – Larry gave a quick synopsis of the Young Eagles event. He said they had a good turnout. They flew 43 kids.
- Crosswind Aviation – Gwen reviewed the “Jacob Brodbeck” event. She said 24 people flew for the first time in a GA aircraft. She also said the High School Aviation program students helped. As for her school, she said, they had 5 student pilots take and pass their checkrides. Finally, she mentioned that she attended several community events to talk about the High School Aviation program and other aviation related items.
- Rhett Hawk – NSTR

NEW BUSINESS

- Item a. Court Task – Review the Don Millhouse request to reposition the memorial stone for Lou DeFazio. The Manager reviewed the details of the request with the board. Don wants to pour a concrete base for the stone to lay on. In addition, Don would have the stone modified, so it would have a 30 deg slope towards the runway. The picture below is how the stone lays currently. The board had an open discussion and several concerns arose. The board stated that the original stone donation was never reviewed by the AAB, so the details about the size and the original location were not discussed. The other big concern is the precedent this has already set, and can it be fixed. The board discussed a recently found court order, from Oct 2002, that stated no memorials at the terminal building. In light of all the discussions, the board decided to table the topic for future discussion.



- Item b. Letter of Interest (LOI) for a new CIP pavement project. The Manager reviewed the current pavement project with the board and mentioned that the runway surface treatment was removed from the scope of work. With that said, the manager stressed that the airport needs to start the process of getting the runway taken care of and the first step is to submit a LOI to TXDOT. It is approximately a 3-year process from LOI to project approval/execution. The board unanimously recommended approval.
- Item c. Air Museum Discussion. The Manager reviewed a top-level concept of building an air museum at the airport. The manager mentioned that the project would be championed by David Gasmire. (see the attached slides for more information)
- Item d. Documents, Policies and Rules Review. After reviewing several current events and some recent concerns, the manager discussed the need to relook at updating the airport's current policies and procedures. The manager suggested this review could wait until the January planning session.

OLD BUSINESS.

- CIP Update – The Manager gave a quick update on the following CIP projects:
 - Pavement Project ...Garver held the “T82 - Airfield Pavement Rehabilitation (2414FREDB) Design Kick-off Meeting” on Oct 2nd. They review the scope of work and other project details. TxDOT stated that the final design was due on Dec 11th. Since that meeting, Garver has already started initial survey work.
 - Obstruction Survey
 - KSA's survey team has started their initial work.
 - AWOS Replace Project – Awaiting TXDOT Comm approval
 - Drainage Study
 - Comm Court approved the resolution and the associated paperwork. This project should go before the TXDOT Commission in December.
 - Terminal Expansion – No update. We expect to hear something by late November or early Dec.
- Project update
 - Fence Relocation (south of Hwy 16)...the Manager stated that he hopes this project will start this week.
- Property Map issues. The Manager mentioned, with help from a surveyor, all of the property map issues have been resolved.

REPORTS

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


ADJOURNMENT (2:50). Next meeting is Nov 18th at the Airport Terminal Building.

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 (EAA, Crosswind, TFS, Tac Aero, and guest)
5. New Business
6. Old Business
7. Comments-FBO, EDC, and Board Members
8. Adjourn

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AAB

- Minutes Approval – vote needed
 - Sept 16th
- Airport Manager's Report
 - Event Update (*Italicized - Unconfirmed*)
 - 2024
 - Oct 24-27 – Texas V tails
 - Nov 6 – AEP Tabletop Exercise
 - Dec 21st – Santa Fly-in (1-3pm)
 - 2025
 - May 3rd – Airport Open House (50th Annv. of end of V-War)

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AAB

- Airport Manager's Report
 - Court Review – On Sept 23rd, the court approved the updated to the "Rates and Fees" and the FY 25 RAMP agreement. On Oct 14th, the Court approved the Resolution and associated paperwork for the County Airport CIP for a drainage study. (Non-airport request) The Court approved the modification of the placement of Lou DeFazio's memorial stone, pending AAB approval.
 - T-Hangar Occupancy – 100% (37)
 - Airport Status:

	Lights (PAPIs, Beacon, Rwy Edge, Taxiway, Signs)
	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	EPCON	5/22/24	PHII	Agreement Start date of Jan 2025
2				

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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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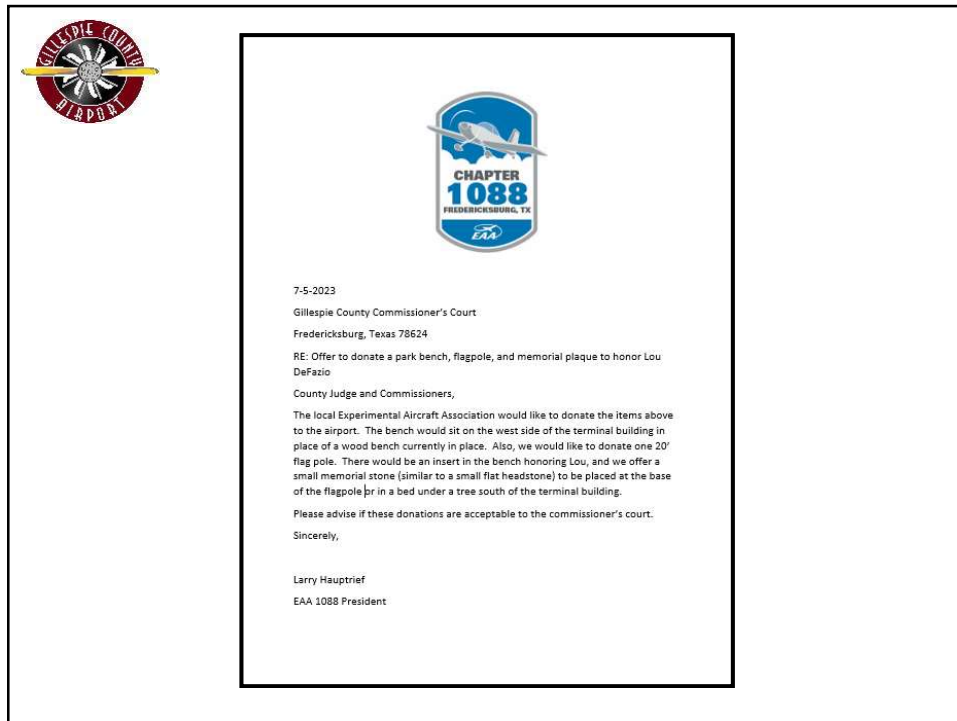
Item a.

New Business

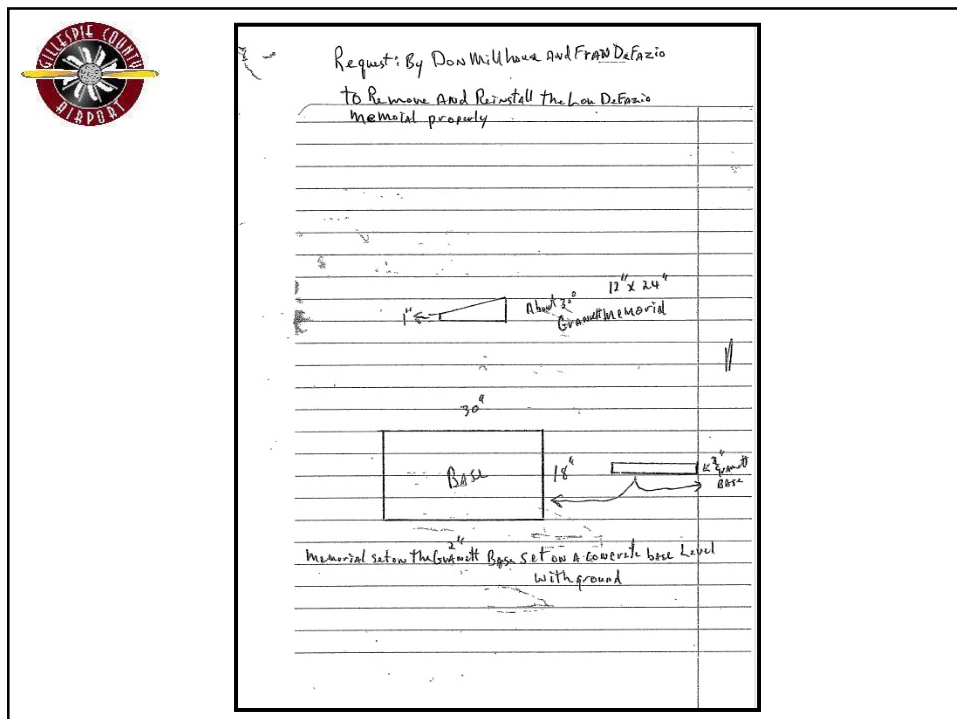
Court Task – Review the request from Don Millhouse to reposition the Lou DeFazio Memorial Stone



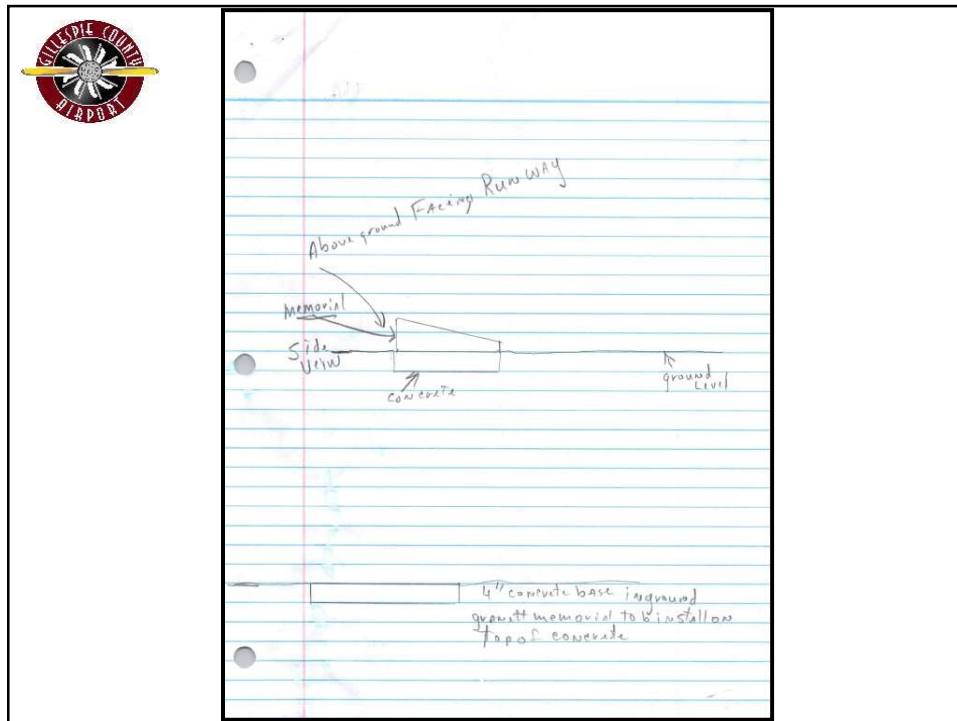
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Item b.

New Business

New CIP request - Letter of Intent for Runway Resurface / Reconstruction

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Letter to TXDOT

- Scope of work:
 - Runway resurface/reconstruction
 - ADGII Modification
 - Taxiway lighting



COUNTY OF GILLESPIE

DANIEL JONES
County Judge

LINDSEY BROWN
County Clerk



101 W. Main, Unit 9
FREDERICKSBURG, TEXAS 77844
830.497.7322
Fax: 830.492.2628

CHARLES OLIVER
Precinct No. 1

KEITH KRAMER
Precinct No. 2

DENNIS W. INDEPENDENT
Precinct No. 3

DON WEDENBERGER
Precinct No. 4

Oct 28, 2024

Texas Department of Transportation - Aviation Division
Attn: Ms. Stephanie Kleiber
Director, Airport Planning and Programming
6230 E Stansbury Ln
Austin, TX 78744

RE: Capital Improvement Project Letter of Intent

Dear Ms. Kleiber,

Gillespie County is requesting a Capital Improvement Project for Gillespie County Airport. As you are aware, we are currently participating in a CIP pavement project, in which we are still in initial phases of pre-design and engineering. As we all know, every project has financial restraints, and this project is already experiencing those issues. Therefore, due to the lengthy CIP planning timeline, Gillespie County request assistance with another pavement project that would include some of the areas deleted from the current project and some that were not addressed due to funding issues. At a minimum, we believe our runway needs to be resurfaced/reconstructed. The runway has not received any rehabilitation since 2012, and that was just a surface treatment and restriping. In addition, we are seeing more and more ADG II aircraft utilizing our airport, and therefore, we believe we need to modify our existing layout to meet their requirements. Finally, we would like your support in adding permanent taxiway lighting. We have over 100 based aircraft, and we believe it is a safety issue to not provide this feature.

Thank you very much for your consideration of our request. Should you have any questions, please feel free to contact me or my airport manager, Tony Lombardi.

Sincerely,

Daniel Jones
County Judge

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Item c.

New Business

Air Museum Discussion

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Background

- 7+ years ago, Dave Gasmire approached me to discuss Jacob Brodbeck, making a replica of his airplane and building a museum
- Fast forward to Sept 28th, 2024, Dave calls me and says it's time to build that museum...I am ready to lead the effort.
- After brainstorming on the topic, we have created a top-level concept
- Note: Dave and I met with the Walkers to discuss this and a proposed location

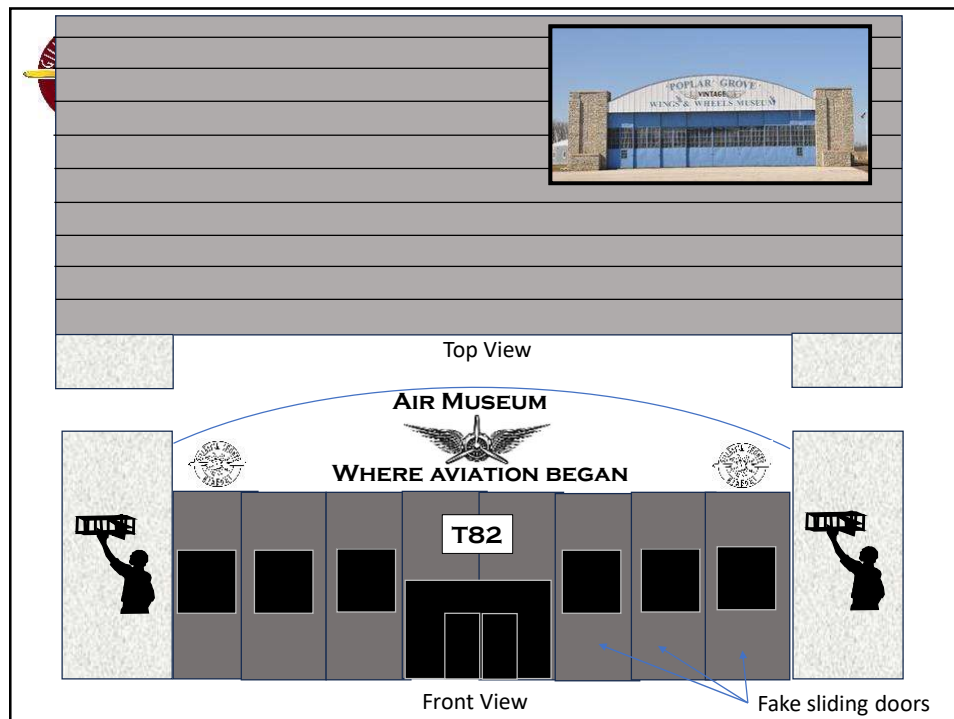
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Initial Thoughts

- House a small Jacob Brodbeck Museum (including a mockup of his airplane)
- House flying and non-flying antique/vintage airplanes
- Air-conditioned conference room (large enough to host summer camps, etc.)
- Rear hangar doors to access airside
- Large apron at the rear for static displays
- Restrict access to the airside
- Large parking lot
- Improvements will be donated to County for sole purpose of a museum...maintained by county (utilities and facility maintenance) (no ground lease).
- Managed and operated by a non-profit organization
- Sponsored/chartered by the Nimitz (and the Smithsonian)

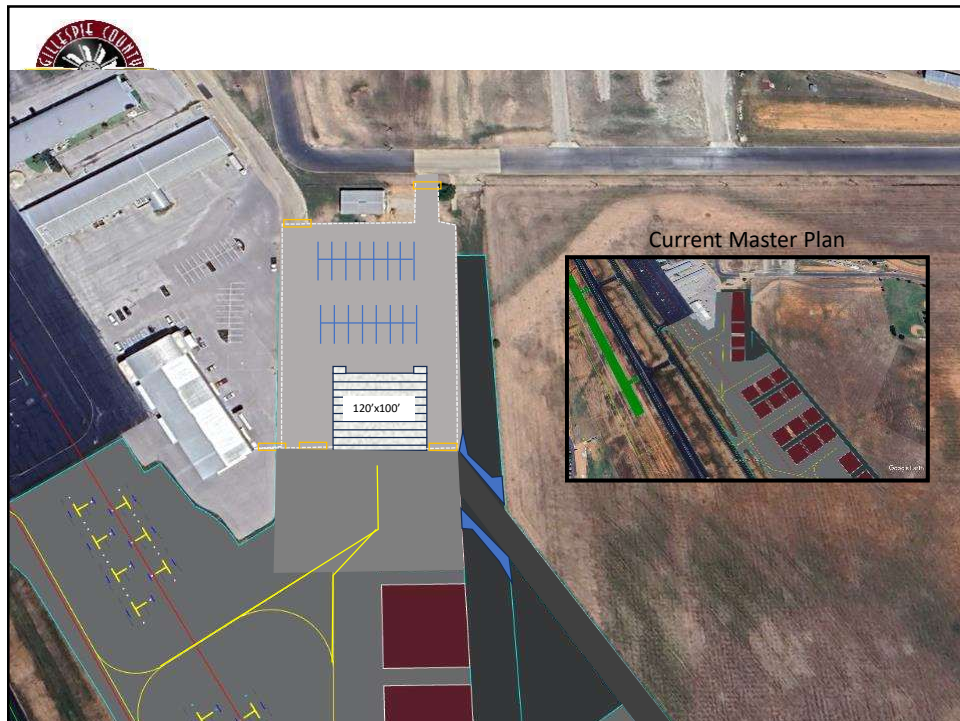
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Item d.

New Business

Documents, Policies and Rules Review

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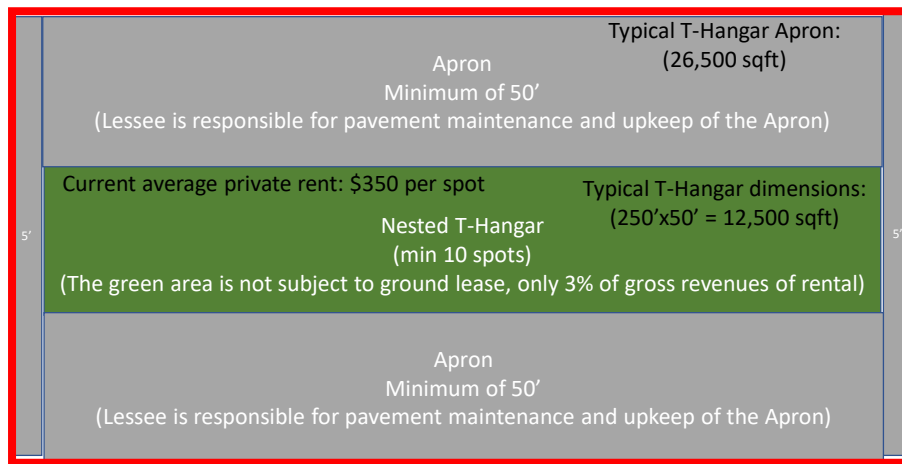


Documents, Policies and Rules Review

- Rules and Regulations Discussion
 - Aircraft worthiness
 - On the apron
 - Within the County T-hangars
 - County T-hangar waiting list rules/policies
 - Nothing is written down (i.e. how many offers do you get before you lose your spot?; Do they need to have an aircraft?)
 - Should we add a non-refundable registration fee? (not a deposit)
 - County T-Hangar rules
 - Occupancy issues. Snap shot Friday (Oct 18), 6 Flyable out of 20 spots (30%) (3 non-airworthy)
 - What if they change/sell their aircraft
 - Private Hangar Rules
 - Aeronautical vs Nonaeronautical
 - Do we have options to force an owner to have airplanes?
 - Hangar Inspections?
- (ASH) Lease Review (further discussion)

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Current ASH Template for t-hangar



Minimum Lease Area

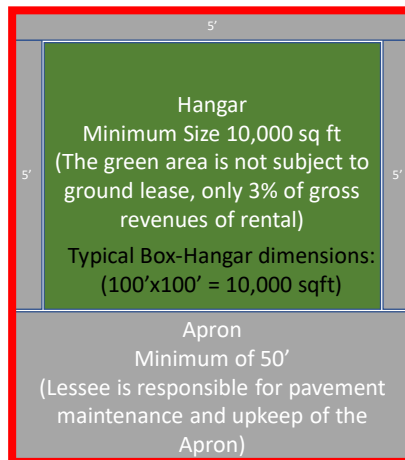
Current Monthly Revenue:
 Gnd lease (using FY25 tier III annual rate (\$.24)): \$530
 3% revenue: \$105
 Total: \$635

If changed to standard lease:
 Monthly lease: \$780

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Current ASH Template for Box-hangar



Minimum Lease Area

Typical T-Hangar Apron:
 (7,050 sqft)

Current Monthly Revenue:
 Gnd lease (using FY25 tier I annual rate (\$.32)): \$188
 3% revenue: \$180
 Total: \$368

If changed to standard lease:
 Monthly lease: \$454.67

For determining rental space:
 I used 80% of hangar sqft as usable storage @ \$.75 per sqft

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Kory's Thoughts for Open discussion

- Switching to all ground lease seems easier and does not move the needle on business viability.
- Let's figure out a way to remove the perimeter pavement responsibility of each lessee because:
 - The cost of the official survey for our box hanger was about \$900 (in order to close on sale between James and my cousins/I.) That money seems better served to go to the county in lease fee.
 - It is much more efficient for the county (you) to hire a contractor periodically and do repair/maintenance on the entire property than each lessee trying to hire and or DIY it themselves – let alone having to enforce each lessee to actually keep up with it.
 - To balance, we can pay more for the ground lease to set up a fund for the pavement maintenance, etc.
- I feel like we should consider basing ground lease fees on a 7% cap rate relative to comp market value of land, assessed every 3 years, plus an additional percentage to cover the pavement maintenance and services you provide.
- I would propose to increase ground lease fees to generate 500k every 10 years to contribute/subsidize construction of pavement/utilities connecting new sets of t hangers.
- Private box hangers?
- Let go of the revenue off rent in the short-term rental hangers and make it up in the ground lease fee based on the zoning parameters already established.

I understand that ground lease increases are slow to adjust – maybe we can think about that also. I'm not wanting us to get carried away with it, but we need to balance out a little better for your budget and demand of services (more hangers....)

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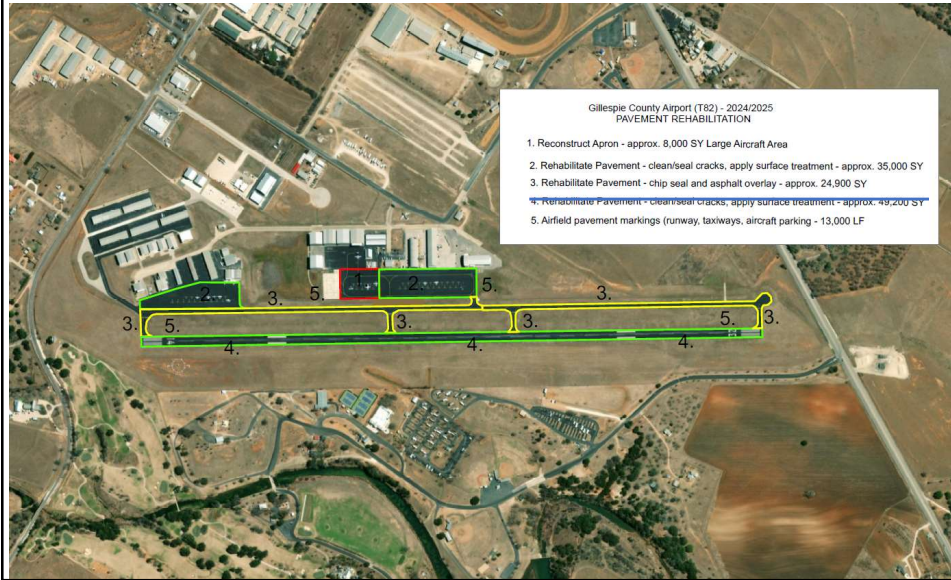
AAB

- Old Business:
 - CIP
 - Pavement Project – Garver just received the NTP
 - T82 - Airfield Pavement Rehabilitation (2414FREDB) Design Kick-off Meeting – Oct 2nd
 - The Scope of work might change
 - Survey work started Oct 14th

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Scope Change



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Add-on

- Convert the airport to an ADG II
- Why?
 - Data (Sept 1, 2023 through August 31, 2024) (From FlightAware)
 - Total Aircraft Operations: 15,288
 - Total Turbine Operations: 6,167
 - Total ADG II Aircraft Operations: 3,319
 - Comments
 - Total turbine operations are 40% of total operations;
 - Total ADG II Aircraft operations are 54% of turbine operations;
 - Total ADG II Aircraft operations are **22%** of total operations

Largest Based Aircraft -Embraer ERJ 135/140/Legacy

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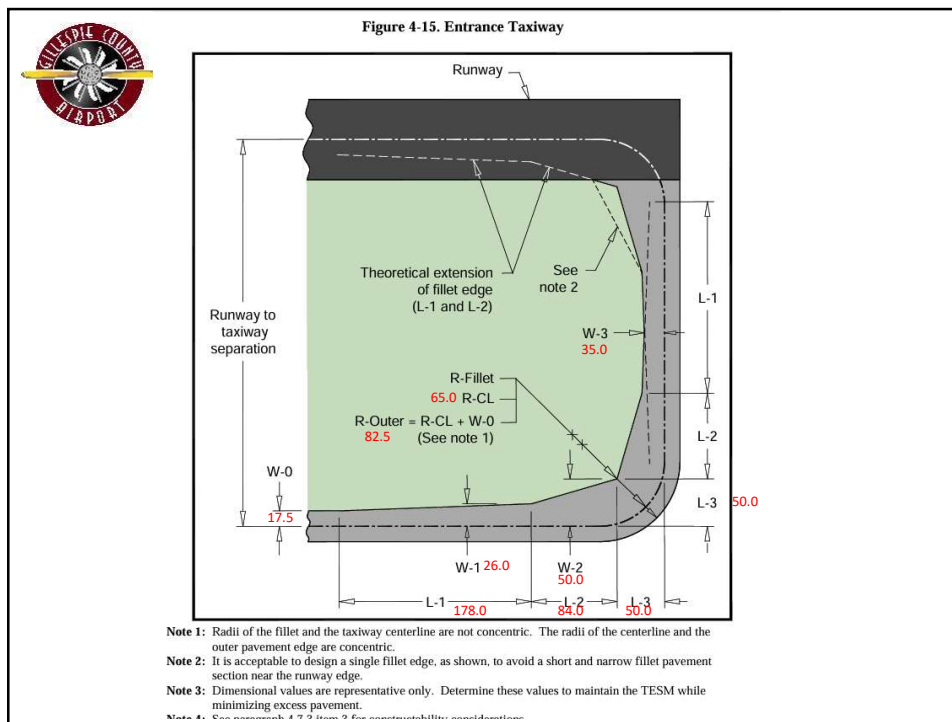
Table 4-3. Dimensions for Runway Entrance/Exit Taxiways with TDG 1A, 1B, 2A, or 2B (Where the Two 90-Degree Turns are Nonstandard)

Dimension (see Figure 4-15)	TDG															
	1A				1B				2A				2B			
Runway Centerline to Taxiway Centerline Distance (ft)	150	240	250	300	350	400	240	250	300	350	400	240	250	300	350	400
W-0 (ft)	12.5	12.5	12.5	12.5	12.5	12.5	17.5	17.5	17.5	17.5	17.5	17.5	17.5	17.5	17.5	17.5
W-1 (ft)	21	18	18	18	18	18	18	23	23	23	23	26	26	26	26	26
W-2 (ft)	21	31	31	31	31	31	31	35	35	35	35	50	50	49	49	48
W-3 (ft)	13	15	15	14	13	13	15	20	19	18	18	27	27	24	22	21
L-1 (ft)	52	94	94	94	94	94	94	91	91	91	91	178	179	177	177	176
L-2 (ft)	0	47	47	47	47	47	47	45	45	45	45	84	84	85	85	84
L-3 (ft)	21	31	31	31	31	31	31	35	35	35	35	50	50	49	49	48
R-Fillet	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
R-CL (ft)	19	37	37	37	37	37	37	37	37	37	37	65	65	62	61	60
R-Outer	31.5	49.5	49.5	49.5	49.5	49.5	54.5	54.5	54.5	54.5	54.5	82.5	82.5	79.5	78.5	77.5

Note: Use two standard 90-degree turns for combinations of TDG and common runway to taxiway separation, not shown in this table.

Note: 1 ft = 0.305 m

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b. Minimizing excess pavement as illustrated in [Figure 4-12](#), [Figure 4-13](#), and [Figure 4-14](#) using these dimensions:

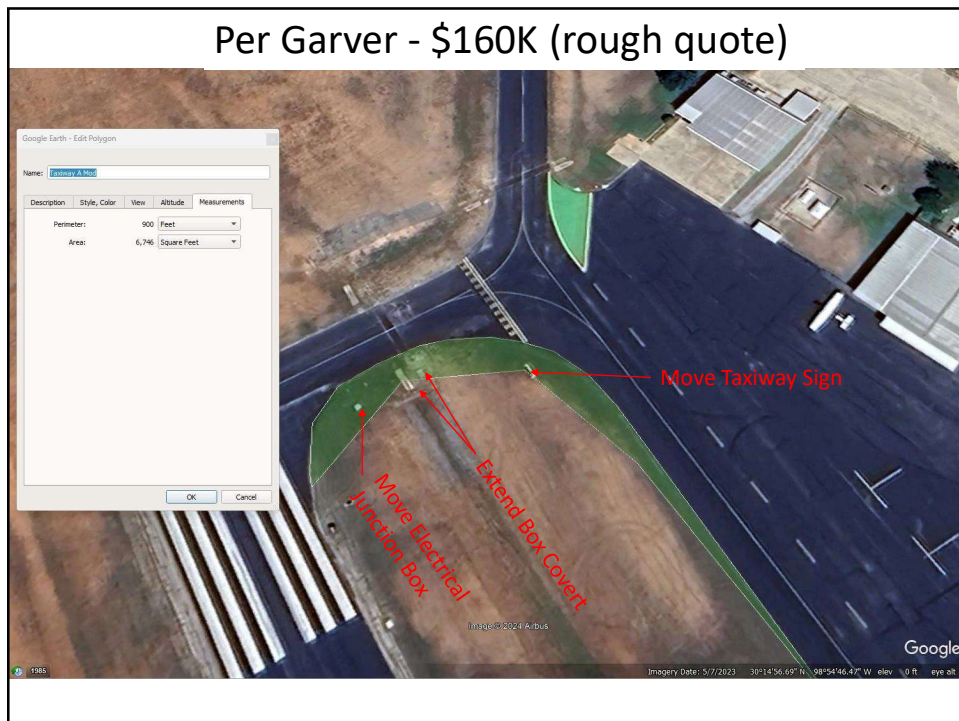
- W-0 – the half-width of the straight taxiway section
- W-1 – the distance from the centerline of the straight taxiway section to the end of the first fillet taper
- W-2 – the distance from the centerline of the straight taxiway section to the end of the second fillet taper
- L-1 – the length of the first taxiway taper measured along the taxiway centerline
- L-2 – the length of the second taxiway taper measured along the taxiway centerline
- L-3 – the distance from the point of intersection of the turn to the start of any curved fillet
- R-CL – the radius of the centerline in the turn
- R-FILLET – the radius of the curved fillet (may be zero)
- R-OUTER – the radius of the outer edge of the pavement in the turn. This always equals R-CL + W-0.

See Appendix [J.2.7](#) to address the asymptotic nature of tapers.

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JSX - Discussion








[Back](#)


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AAB


- Old Business:
 - CIP continued
 - Obstruction Survey
 - KSA has started
 - AWOS Replacement – Pending TXDOT Comm approval
 - Drainage Study – Comm Court approved the PIM
 - Terminal Expansion – No Update...Nov or Dec???
 - Airspace study – FAA approved
 - Fence (south of Hwy 16)...maybe this week????
 - Property Map Issues – All resolved

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AAB

- 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
Airbus - Gals													
Oglesby Air Services @ Retail	9,092	10,005	11,196	14,022	10,654	13,006	9,327	13,075	15,409				
Net Total Airbus Market YTD	9,092	10,005	11,196	14,022	10,654	13,006	9,327	13,075	15,409				
Total Market, Same Month, Prior Yr	8,969	8,399	12,037	12,295	11,869	12,375	11,745	12,400	12,227	11,268	11,459	10,769	135,642
Percent Growth (Decline)	1%	30%	-7%	14%	-9%	5%	-21%	5%	26%				
Cumulative YTD - This Year	9,092	19,097	31,192	45,215	55,869	68,874	78,201	91,276	106,684				
Last Year	8,969	17,361	29,388	41,683	53,372	65,747	77,492	89,892	102,120	113,388	124,875	135,642	
Percent Growth (Decline)	1%	18%	4%	29%	22%	19%	15%	13%	12%	10%	9%	8%	
% Total by Month	23.4%	25.8%	24.7%	22.9%	22.3%	29.6%	22.2%	30.4%	32.8%				
Jet A - Gals													
Oglesby Air Services @ Retail	29,828	31,396	34,185	49,790	37,123	30,880	32,628	29,909	31,563				
Net Total Jet A Market YTD	29,828	31,396	34,185	49,790	37,123	30,880	32,628	29,909	31,563				
Total Market, Same Month, Prior Yr	22,003	18,763	26,125	32,034	21,424	27,410	34,389	48,414	34,432	33,708	49,809	31,302	392,105
Percent Growth (Decline)	32%	67%	17%	53%	35%	13%	-5%	-36%	-13%				
Cumulative YTD - This Year	29,828	61,224	95,409	145,199	182,312	213,192	245,819	275,728	307,288				
Last Year	22,603	41,372	70,494	103,128	130,552	157,962	192,349	240,763	277,185	310,893	360,802	392,105	
Percent Growth (Decline)	32%	46%	35%	41%	40%	35%	23%	15%	12%	10%	9%	8%	
% Total by Month	76.6%	74.2%	75.5%	78.0%	77.7%	70.4%	77.8%	66.6%	67.2%				
Total Fuels													
Total Fuels Market YTD - Gals	38,920	42,301	45,381	83,803	47,776	43,885	41,955	42,980	46,972				
Net Total Market YTD	38,920	42,301	45,381	83,803	47,776	43,885	41,955	42,980	46,972				
Total Market, Same Month, Prior Yr	31,569	27,154	41,156	44,630	30,113	39,765	46,132	60,814	46,650	44,976	61,398	42,069	527,747
Percent Growth (Decline)	23%	56%	10%	86%	59%	10%	-9%	-29%	1%	10%	15%	12%	
Cumulative YTD - This Year	38,920	81,220	126,601	210,405	258,181	299,066	341,021	384,001	430,973				
Last Year	31,569	58,723	99,882	144,512	183,924	223,709	269,841	330,655	379,305	424,281	485,679	527,747	
Percent Growth (Decline)	23%	38%	27%	31%	29%	26%	20%	11%	9%	10%	15%	12%	
Market Change by Quarter													
Market by Quarter			1st			2nd			3rd			4th	YTD Totals
Percent change 2023 to 2024			27%			56%			-15%				
Year 2024 Total Fuels by Quarter			126,001			155,464			131,907				
Year 2023 Total Fuels by Quarter			99,882			123,827			155,566				

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Sales Tax

SALES TAX COMPARISON SUMMARY - OCTOBER, 2024 (AUGUST SALES)

CITY	% change month	% change ytd	COUNTY	% change month	% change ytd
Fredericksburg	4.04	3.88	Gillespie	0.65	(0.85)
Kerrville	(18.20)	(2.97)	Kerr	(14.60)	(1.71)
Boerne	9.07	8.04	Kendall	5.09	5.49
Llano	2.28	2.88	Llano	1.38	2.72
Marble Falls	(11.81)	(0.51)	Burnet	(6.80)	1.63
Bandera	(8.76)	0.61	Bandera	(3.14)	0.28
Johnson City	(4.02)	1.28	Blanco	6.01	3.47
Brenham	(9.17)	4.54	Washington	(4.34)	(2.67)
New Braunfels	(9.23)	1.84	Comal	(3.95)	1.62
Rockport	(0.42)	0.31	Aransas	(2.11)	0.58
Corpus Christi	(6.37)	1.24	Nueces	(6.02)	1.27
Austin	(1.05)	1.79	Travis	(2.82)	1.63
San Antonio	0.58	2.14	Bexar	(0.44)	1.58
Houston	1.13	(1.03)	Harris	0.62	(0.80)
Dallas	0.54	3.34	Dallas	(2.20)	1.50
State (Cities)	(1.96)	(1.74)	State (Counties)	(2.40)	1.38

Shaded numbers are worse than ours.

AUGUST SALES RECEIPTS

October Sales Tax Report

City of Fredericksburg

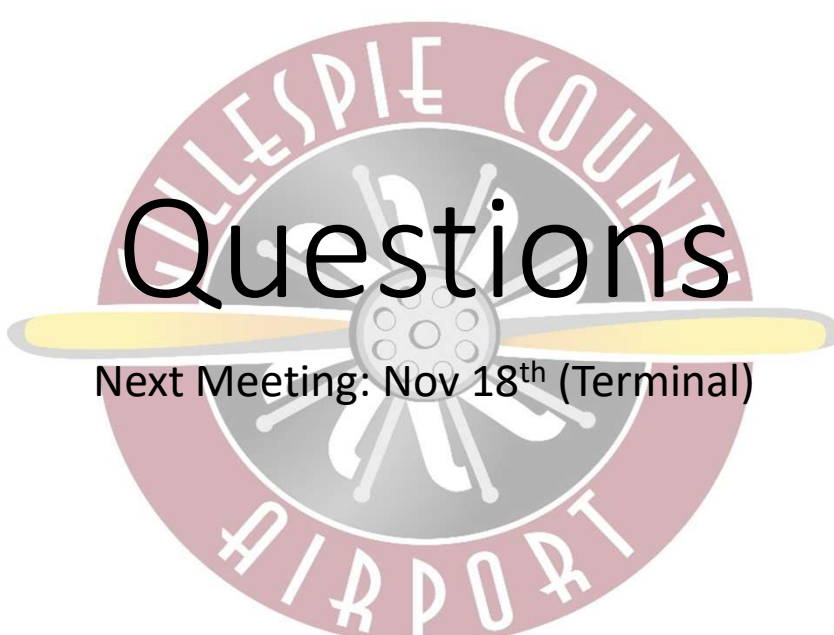
	2024	2023	2022	2021	2020
JAN	799,260	782,905	760,015	582,454	503,533
FEB	924,657	994,705	871,461	744,208	665,663
MAR	657,791	633,261	611,429	508,167	409,139
APR	699,382	636,485	533,476	438,756	425,288
MAY	900,460	822,646	863,994	757,207	460,712
JUN	780,056	715,407	675,353	668,869	382,056
JUL	733,786	738,475	699,245	667,080	520,675
AUG	786,115	703,432	760,554	799,227	611,944
SEP	757,497	730,795	668,561	661,403	521,658
OCT	702,427	675,110	692,563	623,790	498,530
NOV		735,976	731,885	771,224	608,105
DEC		744,887	751,235	649,485	563,276
Total	7,721,431	8,914,085	8,608,171	7,871,869	6,200,529

	Oct 24	Oct 23	Change	YTD 2024	YTD 2023	Change
Fredericksburg	702,427	675,110	4.04%	7,721,431	7,433,222	3.88%
Gillespie County	330,808	328,640	0.65%	3,805,975	3,838,579	-0.85%
Combined	1,033,235	1,003,750	2.94%	11,527,406	11,271,801	2.27%

Gillespie County

	2024	2023	2022	2021	2020
JAN	415,372	406,560	371,424	285,619	233,548
FEB	426,591	453,797	419,141	350,057	312,136
MAR	345,135	351,297	305,429	255,886	215,472
APR	362,273	346,599	285,134	225,110	203,997
MAY	433,012	404,469	401,108	348,729	240,979
JUN	399,611	341,416	354,750	334,243	275,445
JUL	373,955	390,850	364,652	338,528	257,390
AUG	362,714	359,245	355,111	364,353	278,127
SEP	356,504	455,106	312,932	308,778	235,235
OCT	330,808	328,640	321,054	292,553	233,242
NOV		372,394	369,574	371,347	307,691
DEC		375,629	361,348	326,905	286,568
Total	3,805,975	4,585,602	4,221,655	3,789,118	3,080,830

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Questions

Next Meeting: Nov 18th (Terminal)

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