

Minutes of the
 GILLESPIE COUNTY AIRPORT ADVISORY BOARD
 Monday, Nov 28, 2022
 @ County AgriLife Building

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

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 Oct 17, 2022 meeting were approved.

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 –
 - Santa Fly-in – Dec 17, 1-3pm (Sat)
 - Fireworks – Dec 30 @ 6:30pm
 - 2023
 - TXDOT Avn Conference – Apr 12-14
 - T-6 Formation Clinic – Apr 26-30
 - Airport Day (75th Anniversary) - May 20th
 - Court Action – On Oct 24th, the Commissioners approved the purchase of a utility vehicle and the appointed Tim Lehmberg to the AAB. On Nov 14th, the Commissioners approved the FBO expansion lease and The Tango 82 Investments lease and approved the hiring of Jon Watt as the airport Grounds Keeper. On Nov 28th, the Commissioners approved the sale of Blue-Sky Hangers’ hanger and new lease for Tac Aero.
- T-hangars occupancy update. The AM stated that we are 100% full...waiting list is at 43. The AM also mentioned that we will have a vacancy on Jan 1st.

- Airport Status – the AM reviewed the current status of the airport.

Lights (PAPIs, Beacon, Rwy Edge, Taxiway, Signs)
• Runway lights - PIC only (awaiting parts)
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	
4	224 Bus Crt LLC (2.55 acs south of SSBT)	6/22/22	II	New LOI requested

OPEN FLOOR

- Crosswind Aviation. Gwen Fullbrook gave the highlight of her upcoming “Santa Fly-in” event. She then gave a summary of the AOPA High School Curriculum Conference in Memphis that she attended. Following that discussion, she mentioned that she has created a non-profit organization. It is called “A” is for airplane, and she hopes to use the donations to help inspire kids into aviation and offer scholarships. Finally, Gwen mentioned that she is decorating the terminal building and plans to enter it into the City’s Christmas decoration contest (which she won 3 years ago).
- Rhett Hawk – Dawn Duley stated that they are busting at the seams, and very excited about Tac Aero’s Tailwheel Academy return to T82.

NEW BUSINESS

- Gray’s proposal to purchase Hague’s private hangar. The AM reviewed the proposal with the board. He gave the current details of Hague’s lease and discussed the proposed new lease details. The board unanimously recommended approval.
- No-taxi area. The AM reviewed the alpha paving quote to paint a “no taxi” area at the north end. This is required to eliminate the direct access from the apron to the runway violation. The quote is for \$2,847.19. It is also a RAMP project. The board unanimously recommended approval.
- New tenants at Rhett Hawk. Dawn (Rhett Hawk’s representative) requested approval for 2 new tenants (Avis Rental Car and Jeff Smithers).

- DJ, from Avis, is requesting to sublease an office at the Rhett Hawk building to open an Avis branch office at the airport to support visitors to the airport and the public. The AM asked to delay the decision until he could research the request. He wanted to make sure it would not violate the Rhett Hawk lease, regarding aviation related business requirements. He also requested that the board vote, and if approved, to stipulate that it is dependent on approval from TXDOT and/or the FAA. The Board unanimously recommended approval, pending the AM's research.
- The next tenant was Jeff Smithers. He is a local pilot and wants to sublease an office in the Rhett Hawk building for what the board determined as non-aviation purposes. Dawn discussed that she had researched the topic of non-aviation use, and she believed she found a loophole. The Board asked that she forward the research to the board for review. The AM also was asked to contact TXDOT and the FAA for their perspective. The Board recommended tabling this request until the research is completed
- Chairman/Vice Chair elections. David Smith stated that he can no longer perform the duties as chairman due to his poor hearing, so therefore he recommended electing a new chairman for the new year. The board nominated and elected Steve Allen, as Chairman, and Tim Lehmberg, as Vice Chairman.
- Board Re-appointment. The board recommended that Judie Mooney be re-appointed.
- Future Meeting Schedule. The board voted not to hold a December meeting, and to change the January and February meeting dates, due to holidays. (new dates: Jan 18th and Feb 22nd).
- Possible Land Purchases. Mr. Smith stated that the board needs to move away from discussing leases to focus on the possibility of expanding the airport. Mr. Smith mentioned that there could be a possibility of working with the City to purchase some of the sport park. In addition, he reviewed the actions taken towards the purchase of the 7.6 acres at the south end several years ago. No further action was taken.
- Rhett Hawk's Letter of Interest (LOI) extension (added). For Courtney Walker, Dawn asked the Board to extend their LOI for an additional year. *Background...At the Jan 2022 AAB meeting, the Estenson Group submitted a LOI. In summary, they wanted to lease and develop approximately +/- three (3) acres of land southeast of and contiguous to the existing Rhett Hawk LLC leasehold. Their plan was to construct a facility similar to the existing Rhett Hawk facility. At that meeting, the board discussed the time requirements and that the "master plan" was being developed and it could affect this project. With that in mind, the Board accepted the LOI with a year deadline for addition information (phase II). The Board also agreed to allow an additional year extension, if requested.*
 - The board discussed the Rhett Hawk's LOI verbal extension request. The Board decided to table the request and ask that an updated LOI be submitted to make it official. They also requested more details be added to the LOI (following the LOI template). Finally, if the extension is approved, the Board only wanted to extend the LOI for 6 months (the standard hold time).

OLD BUSINESS.

- CIP updates:
 - Phase II update. The AM gave a quick update on the construction. The AM stated that construction is 99% complete...just a few punch list items (mainly drainage items)
 - Planning Study Update. The ALP with narrative was sent to the FAA for their approval. The AM stated that he expects to hear back any day now.
 - "FAA Acknowledgment of Turf Options" update. The AM stated that no progress has occurred.
 - Lease Review – The AM mentioned that he is working with the County Attorney to develop a "sublease" definition for the "Minimum Operating Standards".

REPORTS

David Smith reviewed the fuel sales for last month. He said they have revised their forecast to 570K gallons sold for the year. and Tim Lehmberg reviewed the sale tax reports for the City and County.


ADJOURNMENT (2:51). The board was adjourned. The next meeting is Wed, Jan 18th.

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
 - Oct 17th
- Airport Manager’s Report
 - Event Update (*Italicized - Unconfirmed*)
 - Santa Fly-in – Dec 17, 1-3pm (Sat)
 - Fireworks – Dec 30th @ 6:30pm
 - 2023
 - TXDOT Avn Conference – Apr 12-14
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 - Airport Day (75th Anniversary) - May 20th

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AAB

- Airport Manager’s Report
 - Court Review – On Oct 24th, the Commissioners approved the purchase of an utility vehicle and the appointed Tim Lehmborg to the AAB. On Nov 14th, the Commissioners approved the FBO expansion lease and The Tango 82 Investments lease and approved the hiring of Jon Watt as the airport Grounds Keeper. On Nov 28th, the Commissioners approved the sale of Blue-Sky Hangers’ hanger and new lease for Tac Aero.
 - T-Hangar Occupancy – 100% (42)
 - 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:

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4	224 Bus Crt LLC (2.55 acs south of SSBT)	6/22/22	II	
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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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Hanger For Sale


(New Business)

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Located at 572 Airport Road

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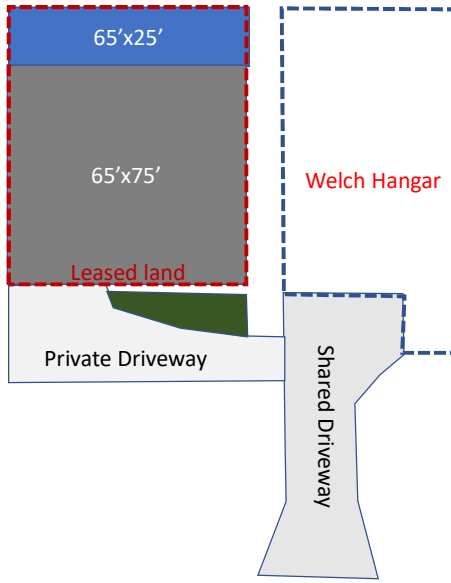
Brian Hague's Hangar

Current Lease (Dated 12/14/2009)

- Start Date: 01/01/2010
- 30 year: 12/31/2039
- Lot size: 6500 sqft

Current Rent info:

- Price per sqft - ~\$0.20
- \$110.75 (monthly)



65'x25'

65'x75'


Leased land

Private Driveway

Shared Driveway

Welch Hangar

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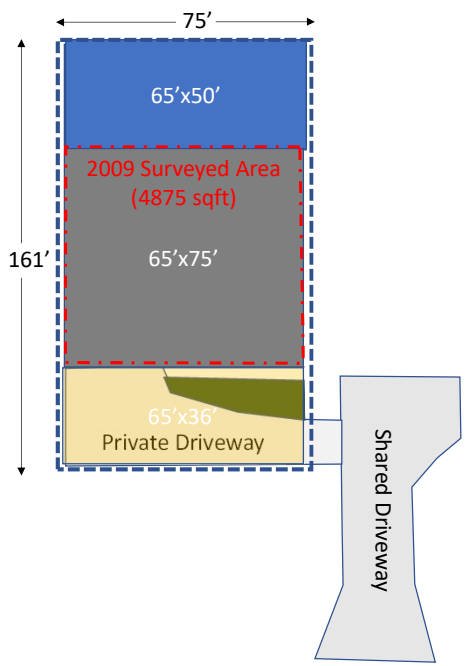
New Owner: Patrick Gray

Proposed Lease

- New 30/10 lease
- New lease area – 12,076 sqft
- \$.22/sqft (current tier III rate)
- Expect lease - \$221.39 monthly

Leased Area:

- 12,075 sqft (75'x161')
- Included:
 - Hangar (65'x75')
 - Apron (65'x50')
 - Private driveway (65'x36')
 - 5' on both sides



75'

65'x50'

2009 Surveyed Area (4875 sqft)

65'x75'

161'

65'x36' Private Driveway

Shared Driveway

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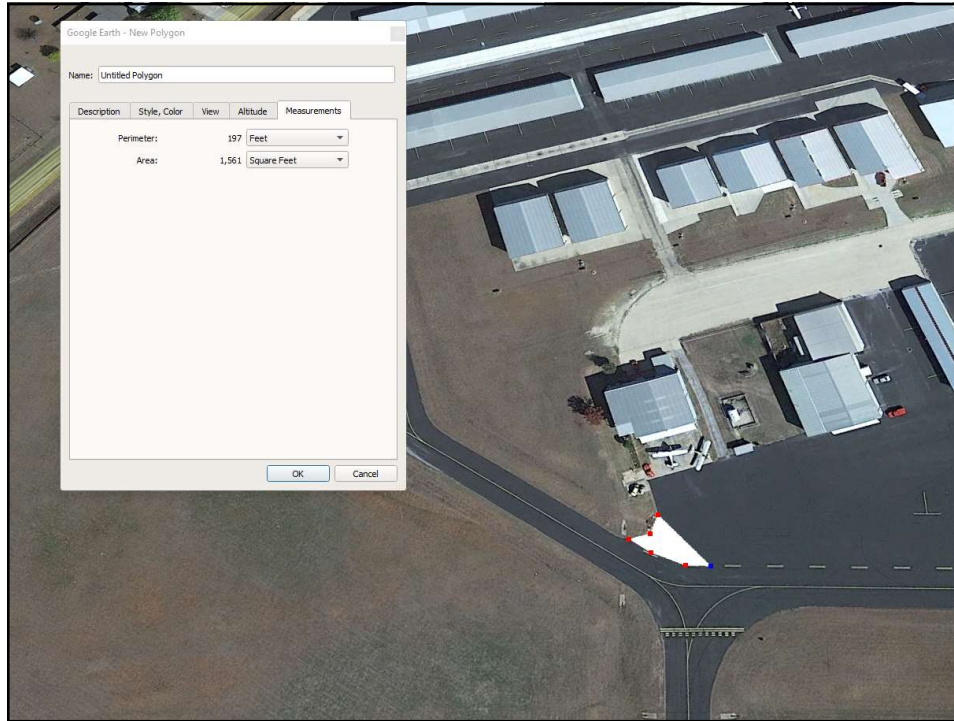
No Taxi Area (Painting)

(New Business)


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AAB

Alpha Paving Industries

15 Roundville Ln #100
Round Rock, TX 78664
(512) 677-9001

Prepared By: Rickey Arguijo
rickey@alphapaving.com

alpha paving
INDUSTRIES LLC

RAMP Project

Prepared For:
Gillespie Air Services
191 Airport Rd
Fredericksburg, TX 78624

Attention:
Gillespie Air Services

Project Address:
Gillespie Air Services
191 Airport Rd
Fredericksburg, TX 78624

Dear Gillespie Air Services, thank you for the opportunity to provide you with this proposal. We look forward to answering any questions you may have and working with you on this project.

STRIPING - NO TAXI	\$2,847.19
<ul style="list-style-type: none"> Stripe No Taxi area per client provided drawing Double yellow perimeter, yellow hash lines Solid green 	
PROPOSAL TOTAL: \$2,847.19	

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AAB

- New Business Con't:
 - New Tenants for Rhett Hawk
 - Avis Car rental – office space
 - This would be for visitors of the airport and general public use. Along with an office they will be wanting a space in the hangar to pull cars into for cleaning and prepare for rental, along with space in the parking lot for about 10 cars on a regular basis.
 - Note will need CC approval to conduct business at airport IAW R&R
 - Jeff Smithers – office - General Contractor and pilot
 - a Gulf Stream Twin Turbo Jet Prop (51.9' wingspan)

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AAB

- New Business Con't:
 - Chair and Vice Chair Election (For next year)
 - Re-appointment of Judie Mooney
 - Meeting dates for Dec (no meeting), Jan (MLK day) and Feb (President's Day)
 - Land Purchase Discussion

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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

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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	11,915	12,850	12,679	9,721	10,286	9,858	12,083	11,521			
Net total AvGas Market Yr2	8,665	9,307	11,915	12,850	12,679	9,721	10,286	9,858	12,083	11,521			
Total Market, Same Month, Prior Yr	9,323	8,051	9,839	11,914	8,809	11,646	9,364	9,918	14,726	13,413	10,874	10,411	126,208
Percent Growth (Decline)	-7%	54%	21%	8%	44%	-18%	10%	-1%	-18%	-14%			
Cumulative YTD - This Year	8,665	17,972	29,887	42,737	55,418	65,137	75,424	85,281	97,365	109,886			
Last Year	9,323	15,374	25,213	37,127	45,933	57,762	67,166	77,084	91,811	105,224	115,797	126,208	
Percent Growth (Decline)	-7%	17%	19%	15%	21%	13%	12%	11%	6%	3%			
% Total by Month	23.8%	25.7%	30.4%	25.1%	23.8%	16.4%	17.1%	26.1%	28.6%	28.4%	#DIV/0!	#DIV/0!	
Jet A - Gals			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	27,868	30,155	29,086			
Net Total Jet A Market Yr2	27,790	26,870	46,538	38,290	40,675	49,566	49,764	27,868	30,155	29,086			
Total Market, Same Month, Prior Yr	28,532	19,431	31,218	31,285	26,550	45,694	31,347	28,892	35,271	44,024	43,315	38,309	403,868
Percent Growth (Decline)	-3%	38%	49%	22%	53%	9%	59%	-4%	-13%	-34%			
Cumulative YTD - This Year	27,790	54,660	101,198	139,488	180,163	229,729	279,493	307,361	337,516	366,602			
Last Year	28,532	47,963	79,181	110,469	137,018	182,710	214,097	242,949	276,220	322,244	365,559	403,868	
Percent Growth (Decline)	-3%	14%	28%	26%	31%	26%	31%	27%	21%	14%			
% Total by Month	76.2%	74.3%	79.6%	74.9%	76.2%	83.6%	82.9%	73.9%	71.4%	71.6%	#DIV/0!	#DIV/0!	
Total Fuels													
Total Fuels Market Yr2 - Gals	36,455	36,177	58,453	51,140	53,354	59,287	60,051	37,724	42,238	40,607			
Total Market, Same Month, Prior Yr	37,855	25,481	41,058	43,200	35,356	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%	-29%			
Cumulative YTD - This Year	36,455	72,632	131,085	182,225	235,579	294,866	354,917	392,641	434,879	475,468			
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%	20%	23%	38%	18%	11%			
Market Change by Quarter													
Market by Quarter			1st			2nd			3rd			4th	YTD Totals
Percent change 2021 to 2022			26%			20%			8%				
Year 2022 Total Fuels by Quarter			131,085			163,781			140,013				434,879
Year 2021 Total Fuels by Quarter			104,394			136,095			129,539				403,868

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Questions

Next Meeting: Jan??

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