

Minutes of the
 GILLESPIE COUNTY AIRPORT ADVISORY BOARD
 Monday, Nov 20, 2023
 @ County AgriLife Building

MEMBERS PRESENT:	STAFF PRESENT:	GUESTS PRESENT:
Steve Allen	Tony Lombardi, Manager	Ethan Crane
Tim Lehmborg	Bobby Watson, City	Ian Waghorn
Keith Keller		Gwen Fullbrook
David Smith		Courtney Walker
Paul Hannemann		Chandler Bartley
Dan Sechrist		Bev Smith
Chad Ellebracht		Cody Sevedge
	Absent	Drew Liddell
	Keith Kramer, County	

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 Oct 16, 2023 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 –
 - Dec 16th - Santa’s Fly-in
 - Court Actions – On Oct 23rd, the Court approved the FY 23 RAMP agreement. On Nov 13th, the Court approved the Airport MOS and R&R; the Construction extension for GAS/T82 Investment; and the appointment of 2 new AAB members.
- T-hangers occupancy update. The Manager stated that the County T-hangers are 100% full...waiting list is at 32
- 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	FBO Expansion	02/02/22	IV	Construction Ext approved (On Nov 13)
2	Darren Flores (Private Hangar)	02/18/22	IV	Construction Ext approved (On Nov 13)

- To close out his report, the Airport Manager mentioned that he met with a large number of firefighters on Nov 13th to discuss the newly signed Airport Emergency Plan, and airport operations. He also mentioned that he has 20 fully paid reservations for the upcoming eclipse.

OPEN FLOOR

- Crosswind Aviation – Gwen read a letter that she had sent to the EAA and her clients. The letter explained her involvement/history with getting FISD to adopt the AOPA high school curriculum. FYI, starting in February, 8th graders will be able to sign-up for aviation classes.
- Board Comments – Steve Allen announced the appointment of Gwen Fullbrook (to replace Keith Keller) and Kory Keller (to replace David Smith) to the AAB, effective Jan 1st.

NEW BUSINESS

- Quote for window tinting of terminal building. The manager presented the board with a quote from Tex Sun (out of Kerrville) to tint the remaining windows and glass doors of the terminal. The Manager mentioned that he had recently tinted the ramp side lobby windows/door and it had made a difference. The quote was \$2460. He also mentioned that this is a RAMP project. The board unanimously recommended approval.
- T82 Investments' request to modify exterior. The manager presented a request from T82 Investments to modify the exterior of their business hangar. They were asking for support to pour concrete along the eastside (rear) of their hangar, to install a 500gal propane tank, and a trash container. The manager was concerned with possible drainage issues caused by paving the requested area. The board was supportive, but they want the drainage issue looked into before they vote on recommending approval. (tabled...no vote)
- Tac Aero's request to modify exterior. The manager presented a request from Tac Aero to modify the exterior of their business hangar. The modifications included adding large glass windows in place of the garage doors, adding a large porch on the airside of the hangar, installing parking lines to designate parking spaces, adding a privacy fence for the propane tank/AC unit, and repainting the entire hangar. The manager also mentioned that he made sure that the addition of the porch did not encroach on the taxi lane safety area and did not penetrate the protected airspace. The board unanimously recommended approval.
- Quote for Pavement Crack seal for runway & TFS ramp entrance taxiway. The manager representing quotes to crack seal the runway and TFS entry taxiway. This item was previously approved in Aug, but due to budget constraints and timing, it was pushed back. The manager had received two updated quotes IAW the county rules...one from Alpha paving (\$43,750) and the other one from Sealcoat Specialist (\$44,160). The board unanimously recommended approval for either company, since they were so close in bids.
- Admin:

- Chair/Vice re-up. The board re-elected Allen and Lehmborg as Chair and Vice.
- Reappointment of Steve Allen. The board unanimously recommended approval.
- Meeting dates. The board cancelled the December meeting and changed the January meeting to the 17th (due to MLK Day) and the February meeting to the 20th (Due to President's Day).

OLD BUSINESS.

- CIP Update – The Manager gave a quick update on the pavement project and the airspace study. He also mentioned that he was expecting to receive the standard initial paperwork for the pavement CIP project from TXDOT and requested pre-approval, due to the tight deadline. The board unanimously recommended approval.
- Airport Development Initiative – No update.
- Rules and Regulations & Minimum Operating Standard. Approved, but awaiting signature.
- Quote to run electricity to front gate – waiting for another quote.
- Airport “Rates and Fees” document – awaiting Judge’s signature.

REPORTS

David Smith reviewed the fuel sales for Oct. He is forecasting near 500K gallons sold. He also quickly mentioned the FBO construction project. Tim Lehmborg reviewed the sale tax reports for the City and County.


ADJOURNMENT/EXECUTIVE Session (2:39). Next meeting is (Wed) Jan 17th at the County AgriLife conference room. The AAB will hold an executive planning session on the same day at 11:00am (tentatively set).

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 16th
- Airport Manager’s Report
 - Event Update (*Italicized - Unconfirmed*)
 - Dec 16th – Santa Fly-in (1-4pm)
 - Comments
 - *Eclipse Update (Reservation list (20))*
 - *Fire Dept Training – Nov 13th*

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AAB

- Airport Manager’s Report
 - Court Review –On Oct 23rd, the Court approved the FY 23 RAMP agreement. On Nov 13th, the Court approved the Airport MOS and R&R; the Construction extension for GAS/T82 Investment; and the appointment of 2 new AAB members.
 - T-Hangar Occupancy – 100% (32)
 - 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
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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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AAB

- New Business:
 - Tex Sun Quote for window tinting of Terminal Building (**RAMP Project**)
 - Recently tinted the apron side lobby windows/doors

\$2,460.00

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AAB

- New Business:
 - T82 Investments' request to modify exterior.


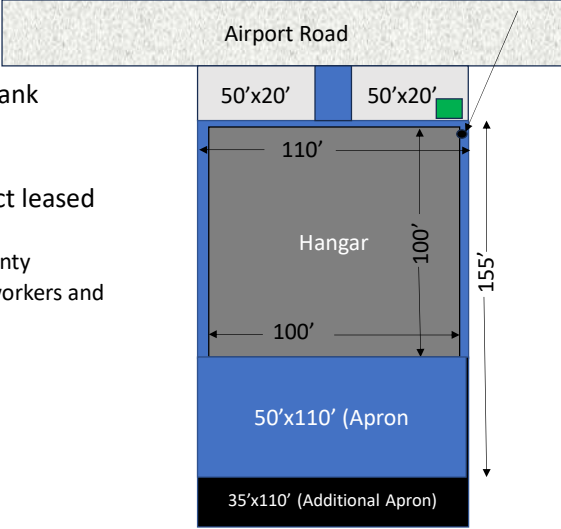


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T82 Inv Request

- Add an exterior propane tank
 - Propane 500gal tank
 - Southeast corner
- Added Concrete to connect leased area to road.
 - Preferred to donate to county
 - Possible parking area for workers and customers.

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Discussion Points

- Drainage issues
 - From airport road, it slopes downward towards the hangar.
- If added to parking area is added to the lease
 - $(1000' + 800') * \$0.31 = \558 annually ($\$46.50$ monthly)

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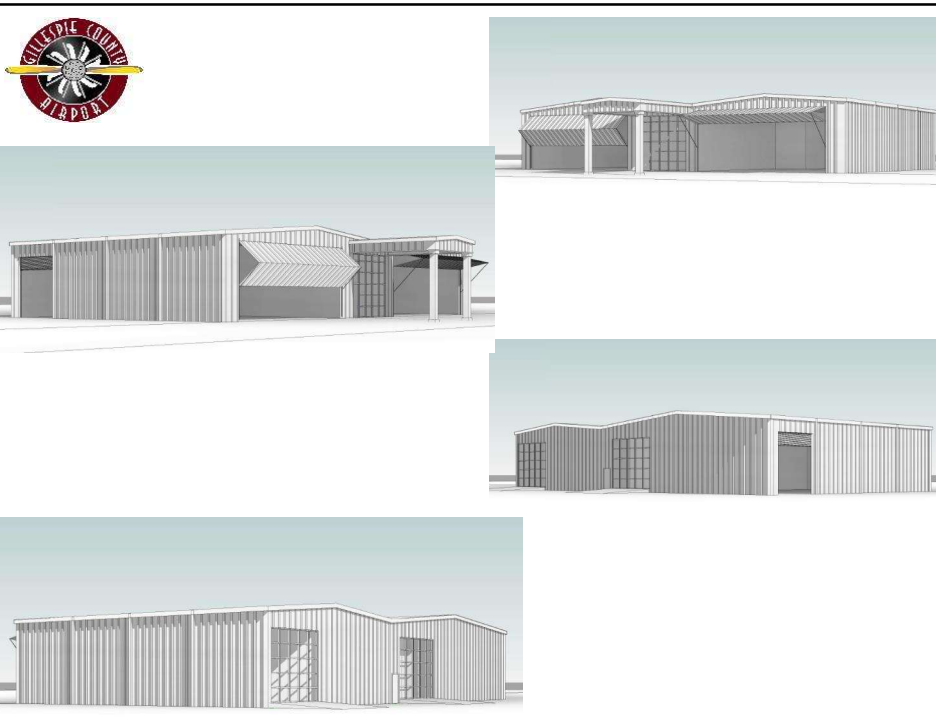


AAB

- New Business:
- Tac Aero's request to modify exterior



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Tac Aero Comments

- Furthermore, aside from addressing the coverings and entrances, our proposal includes:
 - Installing of parking lines to designate parking spaces.
 - Installing a privacy screen designed to conceal the existing propane tanks and A/C units.

The primary objective is to enhance the visual appeal of the building through these enhancements.

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Discussion Points

- Will the front overhang interfere with the airspace build line or the Taxi free area?
 - Airspace build line – ~220' from the end of the OFZ (7/1 slope)
 - Max height is 31'



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Discussion Points

- Taxi free area - ~46' from taxi line
 - ADG I (up to 49' wingspan) – 39.5' from centerline
 - ADG II (49' to 79' wingspan) – 55' from centerline



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AAB

2 Quotes:
Alpha Paving
Sealcoat Specialists

- New Business:
 - Quote for Pavement Crack seal for runway & TFS ramp entrance taxiway. (RAMP Project)



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Alpha Paving Industries


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

Prepared By: Rickey Arguijo
rickey@alphapaving.com
512-917-4101

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.

CRACKFILL	\$43,750.00
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Crackfill up to 125,000 linear feet of transverse and lateral asphalt pavement cracking.

- This work is performed by cleaning debris and grass from most of the 1/4" width to 1" width transverse and lateral pavement cracks and sealing most (not all) of them.
- Cracks under cars and 'alligatored', 'spider cracked' pavement will not be treated.
- We will only install up to the quantity specified above. If Purchaser requests additional crackfill over the above linear footage, work will be completed and Purchaser agrees to pay Contractor \$.65 per linear foot for additional crackfill.

PROPOSAL TOTAL: \$43,750.00


Additional Information:
This is a commercial remodel project. Sales tax is due as presented on this invoice.


TERMS AND CONDITIONS: Alpha Paving Industries LLC will supply all labor, equipment, and materials for the proposed work unless specified otherwise. This quote is inclusive and based on Alpha Paving performing all items above. Any deviation from the work described above may require a revised bid. Change orders will only be executed upon written orders. We reserve the right to progress bill for work partially completed. Alpha Paving will carry General Liability and Workman's Compensation Insurance. It is the customer's responsibility to notify Alpha Paving of any utilities buried less than 12 inches deep including private utilities and irrigation. Alpha Paving will not be held liable for any damage to such utilities if not notified prior to start of work. Payment made after specified payment terms could result in late fees, accrued interest, and attorney's fees. Retainage is not to be held unless specified by separate contract. This proposal is valid for 30 days.

PROPOSAL ACCEPTANCE: The above prices, specifications, terms, and conditions are accepted. Payment will be made in full NET 30 DAYS after completion of work unless specified otherwise under a separate written agreement. I agree to complete a Project Information Form (next page) prior to scheduling of work.

Client Signature: _____ Today's date: _____

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PO BOX 681
INGRAM, TX 78025
www.sealcoat-specialists.com

Estimate

ADDRESS
Gillespie County Airport
217 Airport Loop
Texas
Fredericksburg, TX 78624

JOB NAME
Runway & Foreast Service

ESTIMATE	3688
DATE	11/15/2023

DESCRIPTION	AMOUNT
Hot Crackfill Cracksealing - Non-ROUTING of Runway 14/32 - Clean void of all dirt and debris. - Includes cracks 1/4" - 1" in width, not in alligatored areas of pavement. - Install hot rubberized joint sealer "Crafco Road saver 221", finish with V squeegee's - Approximately 54,000LF of Crack.	38,760.00
Hot Crackfill Cracksealing - Non-ROUTING -This includes Foreast Service Taxiway & Taxiway Connector - Clean void of all dirt and debris. - Includes cracks 1/4" - 1" in width, not in alligatored areas of pavement. - Install hot rubberized joint sealer "Road Saver 221", finish with V Squeegee's -Approximately 6,800 LF	5,400.00
TOTAL	\$44,160.00

Proposal may be withdrawn if not accepted in 90 days. Material draw of 40% may be required prior to the start of the project. If needed Material draw will be deducted from the final billing and remaining balance will be due upon date of completion.
By accepting this proposal below, you agree to all terms and work stated above.

Accepted By _____
Accepted Date _____

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AAB

- **New Business:**

- **Admin:**

- Chair/Vice re-up
 - Reappointment of Steve Allen
 - Cancel – Dec’s Meeting
 - Change – Jan’s Meeting Date (MLK) (Executive & regular meeting)
 - Change – Feb’s Meeting Date (President’s Day)

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AAB

- **Old Business:**

- **CIP**

- Pavement Project
 - TXDoT Comm – Jan 2024
 - Airspace Survey

- Development Initiative
 - New quote for electricity to front gate/C-47
 - Airport Rates and Fees document

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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	8,965	8,386	12,203	12,356	11,889	12,375	11,745	12,400	12,227	11,268			113,615
Net total AvGas Market T82	8,965	8,386	12,203	12,356	11,889	12,375	11,745	12,400	12,227	11,268			113,615
Total Market: Same Month: Prior Yr	8,665	9,307	11,910	12,850	12,664	9,721	10,296	9,655	12,093	11,521	7,094	6,549	122,509
Percent Growth (Decline)	3%	-10%	2%	-4%	-8%	27%	14%	26%	1%	-2%			
Cumulative YTD - This Year	8,965	17,351	29,555	41,911	53,800	65,975	77,720	90,120	102,347	113,615			
Last Year	8,665	17,972	29,882	42,732	55,420	65,147	75,433	85,291	97,375	106,895	115,960	122,509	
Percent Growth (Decline)	3%	-3%	-1%	-2%	-3%	1%	3%	6%	3%	4%			
% Total by Month	28.8%	30.9%	29.2%	27.5%	29.2%	31.1%	28.2%	29.4%	28.1%	25.1%	#DIV/0!	#DIV/0!	
Jet A - Gals													
Gillespie Air Services @ Retail	22,374	18,768	29,122	32,634	27,424	27,410	34,385	48,414	36,422	33,708			310,654
Net Total Jet A Market T82	22,374	18,768	29,122	32,634	27,424	27,410	34,385	48,414	36,422	33,708			310,654
Total Market: Same Month: Prior Yr	27,940	26,370	48,538	38,296	40,975	49,716	49,784	27,858	30,155	20,059	29,885	18,189	414,915
Percent Growth (Decline)	-19%	-30%	-37%	-15%	-33%	-45%	-31%	74%	21%	16%			
Cumulative YTD - This Year	22,374	41,143	70,265	102,899	130,323	157,733	192,120	240,534	276,956	297,258			
Last Year	27,940	54,660	101,169	139,488	180,163	229,879	279,643	307,509	337,664	386,750	396,736	414,915	
Percent Growth (Decline)	-19%	-25%	-31%	-26%	-28%	-31%	-31%	-22%	-18%	-19%			
% Total by Month	71.4%	69.1%	70.6%	72.5%	70.1%	68.9%	74.5%	79.6%	74.6%	74.6%	#DIV/0!	#DIV/0!	
Total Fuels													
Total Fuels Market T82 - Gals	31,340	27,154	41,325	44,990	39,113	39,785	48,130	60,814	48,650	44,976			424,269
Total Market: Same Month: Prior Yr	36,405	36,177	58,448	51,140	53,369	59,437	60,051	37,724	42,238	40,607	37,049	24,729	537,424
Percent Growth (Decline)	-14%	-25%	-30%	-13%	-27%	-33%	-23%	43%	13%	11%			
Cumulative YTD - This Year	31,340	58,494	99,820	144,810	183,923	223,708	299,940	330,654	379,304	424,269			
Last Year	36,405	72,035	131,060	182,200	232,569	295,026	352,076	392,301	430,039	476,746	512,295	537,424	
Percent Growth (Decline)	-14%	-19%	-24%	-21%	-22%	-24%	-24%	-16%	-13%	-11%			
Market Change by Quarter													
Market by Quarter			1st			2nd			3rd			4th	YTD Totals
Percent change 2021 to 2022			-24%			-24%			11%				
Year 2023 Total Fuels by Quarter			69,820			123,884			155,669				
Year 2022 Total Fuels by Quarter			131,080			163,948			140,013			162,385	537,424

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SEPTEMBER SALES RECEIPTS

November Sales Tax Report

Sales Tax

SALES TAX COMPARISON SUMMARY - NOVEMBER, 2023 (SEPTEMBER SALES)

CITY	% change month	% change ytd	COUNTY	% change month	% change ytd
Fredericksburg	0.55	3.97	Gillespie	0.76	9.08
Kerrville	(8.64)	2.71	Kerr	(7.63)	3.18
Boerne	7.25	14.41	Kendall	5.46	12.07
Llano	(2.99)	7.38	Llano	(2.61)	7.14
Marble Falls	1.64	(9.01)	Burnet	1.63	4.59
Bandera	1.79	0.89	Bandera	2.47	2.72
Johnson City	21.71	10.19	Blanco	6.63	9.64
Brewster	8.18	6.59	Washington	4.84	10.51
New Braunfels	2.21	(0.85)	Cornal	0.45	5.05
Rockport	(0.67)	0.74	Arlansas	(0.05)	0.85
Corpus Christi	3.11	6.15	Nueces	3.43	5.25
Austin	(3.98)	3.84	Travis	(3.89)	3.62
San Antonio	(3.17)	2.74	Bexar	(3.73)	1.64
Houston	3.79	6.78	Harris	3.53	5.90
Dallas	(3.47)	4.07	Dallas	2.95	4.47
State (Cities)	1.71	4.94	State (Counties)	3.71	9.68

Shaded numbers are worse than ours.

City of Fredericksburg					
	2023	2022	2021	2020	2019
JAN	782,905	760,015	582,464	503,533	472,130
FEB	994,706	871,461	744,208	655,963	616,669
MAR	633,261	611,429	508,167	409,139	422,348
APR	636,485	533,476	438,756	425,288	459,157
MAY	822,646	853,994	757,207	490,712	525,944
JUN	715,407	675,353	668,869	352,096	517,503
JUL	736,475	699,245	667,080	520,675	488,686
AUG	703,432	760,554	799,227	611,944	549,072
SEP	730,795	666,961	661,403	521,608	543,832
OCT	675,110	692,563	623,790	498,530	473,296
NOV	735,976	731,885	771,224	608,105	499,636
DEC		751,235	649,485	563,276	551,668
Total	8,169,198	8,608,171	7,871,869	6,200,529	6,119,961

	Nov 23	Nov 22	Change	YTD 2023	YTD 2022	Change
Fredericksburg	675,110	692,563	0.55%	8,169,198	7,856,936	3.97%
Gillespie County	328,640	321,054	0.76%	4,210,973	3,860,307	9.08%
Combined	1,003,750	1,013,617	-0.97%	12,380,171	11,717,243	5.66%

Gillespie County					
	2023	2022	2021	2020	2019
JAN	406,560	371,424	285,619	233,548	222,020
FEB	453,797	419,141	350,057	312,136	267,644
MAR	351,297	305,429	255,686	215,472	199,289
APR	346,599	285,134	225,110	203,997	213,829
MAY	404,469	401,106	345,729	240,979	243,137
JUN	341,416	354,750	334,243	275,445	243,867
JUL	390,850	364,652	338,528	257,390	237,414
AUG	359,245	355,111	364,353	279,127	240,748
SEP	455,706	312,932	308,778	235,235	239,854
OCT	328,640	321,054	282,563	233,242	211,557
NOV	372,394	369,574	371,347	307,691	478,065
DEC		361,348	326,905	265,668	269,189
Total	4,210,973	4,221,655	3,789,118	3,080,830	3,065,803

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