

Minutes of the
GILLESPIE COUNTY AIRPORT ADVISORY BOARD
Monday, Feb 22, 2021
Zoom Meeting

MEMBERS PRESENT:	STAFF PRESENT:	GUESTS PRESENT:
Mike Roberts	Tony Lombardi, Manager	Ian Waghorn, Tac Aero Rep
Steve Allen	Dennis Neffendorf, County	Gwen Fullbrook, Crosswind Rep
Tim Lehmberg	Bobby Watson, City	Ethan Crane, FBO Rep
Greg Snelgrove		
Judie Mooney, EAA Rep		
Absent		
David Smith		
Bob Hickerson		

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 Jan 19, 2021 meeting were approved.

- The AM reviewed the AAB action between meetings: Email vote was conducted on Feb 3rd to unanimously recommend approval of the Rhett Hawk's request to sub-lease and authorization for the tenants to conduct business.

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 (*Italicized - Unconfirmed*)
 - ~~Air Cooled Rally, 25-28 Feb~~
 - *T-6 Formation Clinic, 22-25 Apr*
 - ~~Grumman Owners & Pilots Association (GOPA) Fly in, 10-13 May (formerly AYA)~~
 - Rescheduled to May 2022
 - July 4th Fireworks
 - *Birddog Flyin, 14-17 Sept*
 - Meyers Aircraft Owners Association Reunion, 22-26 Sept
 - Court Action – The AM reviewed the following items - On 01/25, the Court approved the CIP paperwork for the planning study (Resolution, Authorized Representative; and the Selection Committee), and the Court gave consent to sub-lease to BlueSky Hangars LLC and gave authorization for TacAero to operate an A&P shop. On 02/08, the Court gave consent to sub-lease to Rhett Hawk LLC and gave authorization for the sub-lease tenants to conduct business.

- Airport Status – the AM notified the board that the UPS for the computer for weather station failed during the storms. The UPS was replaced with a power strip and is operational. A new unit is ordered. The AM also mentioned that the runway was closed 12-19 Feb, due to ice and snow.
- T-hangars occupancy update. The AM stated that we are 100% full...waiting list is at 20.

NEW BUSINESS

- Rhett Hawk Request to Sublease to Adept Propulsion Technologies and for Adept Propulsion get authorization to conduct business. The AM reviewed the Rhett Hawk request and gave a summary of Adept Propulsion Technologies. The AAB unanimously recommended approval for both.
- Policy to conduct commercial activities (non-leaseholder activity & non-sublease tenant activity). As requested from the board at the January meeting, the AM presented the board with a plan to address commercial activity by non-leaseholders (i.e. Collin's Foundation; "Old Sport" Biplane rides; mobile CFIs; floating A&P services; aircraft rentals; plane washers; etc.) The AM created an "Authorization Request Form" to be filled out by the individual or company that wants to do business at T82. The form will be reviewed by the AAB and approved by Commissioners Court. Once approved, the draft form will be valid for 1 year. The AAB unanimously recommended approval
- T-Hangar Reno. The AM presented a plan to construct interior walls in all the county t-hangars. This would allow for more security. The plan was for the interior walls to be made of non-climbable cattle panels (8ft tall). Each unit would have a plug outlet, a light and light switch (with timer). The total reno cost is \$49,302.00 (this is a RAMP project (50/50)). The board liked the project but would like to see if the cattle panels could be replaced with something solid to allow for more privacy. The board was also concerned about the return in the investment (how long to pay back) and concerned about the increase in rent. After the meeting, the AM provide a chart with 2 options (increase rent by \$25 and \$50). The \$50 option pays back the airport in ~2 years, and the \$25 option pays back the airport in a little more than 4 years. The AM will contact the contractor to change the quote.

OLD BUSINESS.

- CIP updates:
 - Phase II update. The AM reviewed the predesign meeting held on Jan 28th and reviewed the project's timeline. According to the new timeline, construction will start around Oct.
 - CIP (Planning Study/Action plan) – The AM gave a quick update on the planning study project. The RFQ for the project is in coordination at TXDOT.
- Airport Zoning Ordinance/JAZB update – The AM review JAZB meeting on Feb 10th. The stated that an error was discovered on the HHZ chart, and the JAZB recommended delaying the work on the ordinance until a new chart is created. The HHZ chart is part of the scope of work slated for the planning study.
- RAMP/CARES ACT Projects. The AM mentioned that no changes have occurred on the Water Line/Fire Hydrant (Cares Act Project) project or the zero-turn mower purchase.

REPORTS

EAA report – Mrs. Mooney relayed a question from a local pilot about the removal of the Traffic Pattern Altitude (TPA) from the flight planning resources (i.e. from the Airport/Facility Directory (AFD)). The AM emailed the AAB after the meeting. The FAA (in late 2018) decided not to post TPAs for airports that have the recommended TPA (1000'). Since T82's TPA is 1000', that is why it was removed. Judie also mentioned that the Scholarship winner is progressing nicely but is currently out of town. Once he returns, he plans to complete his private pilot license.

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


Crosswind/Tac Aero Update – Gwen and Ian provided updates for their respective businesses/schools.

ADJOURNMENT (2:13 pm) and next our next meeting is Mar 15th.

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



1



Agenda

1. Call to Order
2. Approval of Minutes
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

2



AAB

- New member introduction
- Jan's Minutes Approval – vote needed
 - Review of AAB actions between meetings: Email vote was conducted on Feb 3rd to unanimously recommend approval of the Rhett Hawk's request to sub-lease and authorization for the tenants to conduct business .
- Airport Manager's Report
 - Event Update (*Italicized - Unconfirmed*)
 - ~~Air-Cooled Rally, 25-28 Feb~~
 - T-6 Formation Clinic, 22-25 Apr
 - ~~Grumman Owners & Pilots Association (GOPA) Fly-in, 10-13 May (formerly AYA)~~
 - July 4th Fireworks
 - BirdDog Flyin, 14-17 Sept
 - Meyers Aircraft Owners Association Reunion, 22-26 Sept

3



AAB

- Airport Manager's Report
 - Court Review – On 01/25, the Court approved the CIP paperwork for the planning study (Resolution, Authorized Representative; and the Selection Committee), and the Court gave consent to sub-lease to BlueSky Hangars LLC and gave authorization for TacAero to operate an A&P shop. On 02/08, the Court gave consent to sub-lease to Rhett Hawk LLC and gave authorization for the sub-lease tenants to conduct business.
 - Airport Status

	Lights (PAPIs, Beacon, Rwy Edge, Taxiway, Signs)
	Communication (CTAF, GCO, AWOS)
	Weather Station (UPS failed/parts ordered)
	Facilities
	Miscellaneous (Construction, Closures, etc) FYI: runway was closed 12-19 Feb due to ice
 - T Hangar Occupancy – 100% (20)

4



AAB

- New Business–

- Rhett Hawk Request to Sublease to Adept Propulsion Technologies
(recommendation for approval needed)
- Adept Propulsion Technologies need authorization to conduct business
(recommendation for approval needed)

Adept Propulsion Technologies is an Aviation Engine Manufacturer

ADEPT Airmotive (Pty) Ltd was established in 2003. Their Head Office is based at Virginia Airport, Durban, South Africa.



5



AAB

- New Business con't–

- Policy to conduct commercial activities (non-leaseholder activity & non-sublease tenant activity)
 - From Rules & Regulations –

“For purposes of this document, Commercial Enterprise shall mean any activity at the Airport which involves the exchange of goods or services for consideration. The Commissioners Court shall regulate all commercial enterprises using the Airport as a place of operation, whether such operation is aeronautical or non-aeronautical in nature, in order to obtain appropriate revenues for the privilege of use of the Airport and secure proof of financial responsibility in relation to any liability of the County of Gillespie which might arise from commercial operations. No commercial operation of any kind or type shall be conducted on the Airport unless specifically authorized by the Commissioners Court.”

- Topics to think about:
 - Weekend/Daily Events (i.e. Collin's Foundation; “Old Sport” Biplane rides; etc.)
 - Contract/unaffiliated Services (i.e. CFIs; floating A&P services; aircraft rental; plane washers; etc.)

6

GILLESPIE COUNTY AIRPORT AERONAUTICAL BUSINESS AUTHORIZATION

In accordance with the Airport Rules and Regulations, any person or company wanting to conduct a commercial enterprise (the exchange of goods or services for consideration) at Gillespie County Airport must get Commissioners Court approval prior to conducting business.

Applicant/Business Name _____

Authorized Representative: _____ Title: _____

Address: _____ City, State, Zip: _____

Phone (work): _____ (cell) _____

Commercial enterprise or business activity to be conducted (Check all that apply):

<input type="checkbox"/> Aircraft Charter Services	<input type="checkbox"/> Aircraft Washing Service
<input type="checkbox"/> Aircraft Leasing or Rental Services	<input type="checkbox"/> Aircraft Mobile <u>Maint</u> & Repair Services
<input type="checkbox"/> Flight Training Services	<input type="checkbox"/> Airplane Orientation Rides
<input type="checkbox"/> Aviation Memorabilia Sales	
<input type="checkbox"/> Other _____	

The undersigned representative certifies he/she is authorized to sign for the business and acknowledges receipt of a copy of this form and agrees that their business activity will follow the Airport Rules and Regulations, which includes the release and indemnification of the County, its officers and employees or agents from any liabilities or loss resulting from such use.

Authorized Representative's Signature _____ Date Signed _____

Approved by _____

County Judge _____ Date Signed _____

This authorization request will be accompanied with a proof of insurance that list Gillespie County as an additional insured and is valid for one year from the approved date or the insurance expiration date (whichever occurs first).

7



AAB

- New Business –
- County T-Hangar Reno






8



9

Kneese Companies

Description	Total	Amount
Labor & Material to Build Partitions as Per Drawing, Using Purlin & 2" x 4" x 8' Tall Non Climb Horse Panel:		0.00
Alpha Hanger: Approx 80'		3,656.00
Bravo Hanger: Approx 160'		7,312.00
Charlie Hanger Approx 525'		23,394.00
Sales Tax		0.00
<p>Payments Are Due Upon Receipt. A Finance Charge of 1.5% per Month (APR of 18%) may be Assessed on any unpaid balance 30 Days or more Past Due. For Credit Card Payments Over \$500.00, there will be a 3% Service Charge added to the Payment.</p>	Total	\$34,362.00
	Payments/Credits	\$0.00
	Balance Due	\$34,362.00

10

ITZ Electric

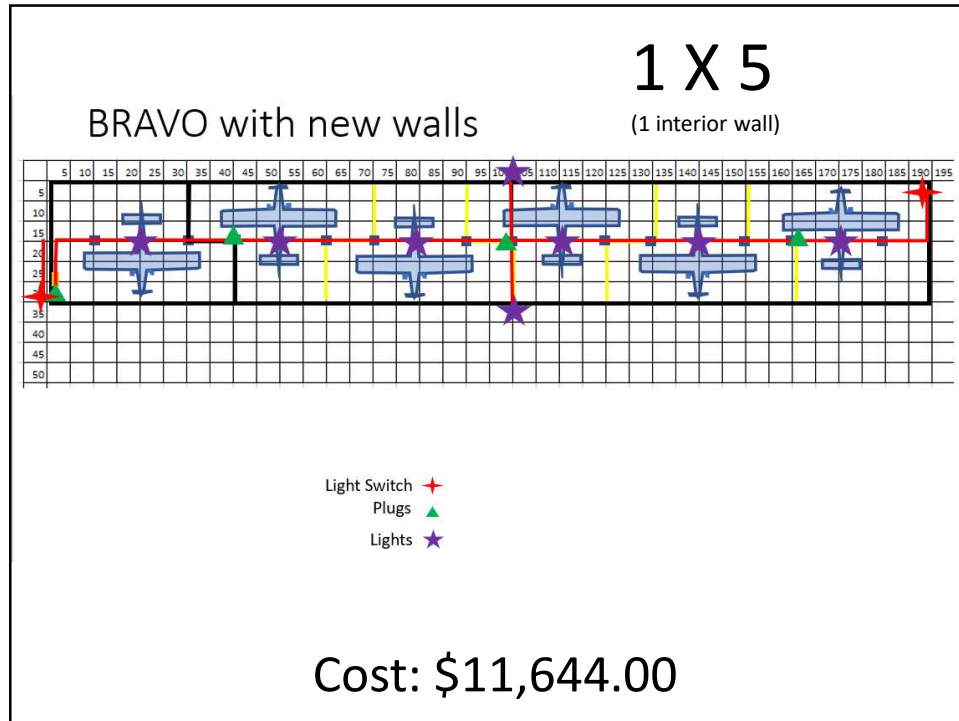
Alpha Hanger			
Add 30 minute timer switch, 4-foot LED fixture and one 110V outlet per tenant space	per tenant		
	Total of four		\$2,888.00
Bravo Hanger			
Add 30 minute timer switch, 4-foot LED fixture and one 110V outlet per tenant space	per tenant		
	Total of six		\$4,332.00
Charlie Hanger			
Add 30 minute timer switch, 4-foot LED fixture and one 110V outlet per tenant space	per tenant		
	Total of ten		\$7,720.00
These prices include all lift equipment, materials, labor and light fixtures			

Total Cost: \$49,302.00

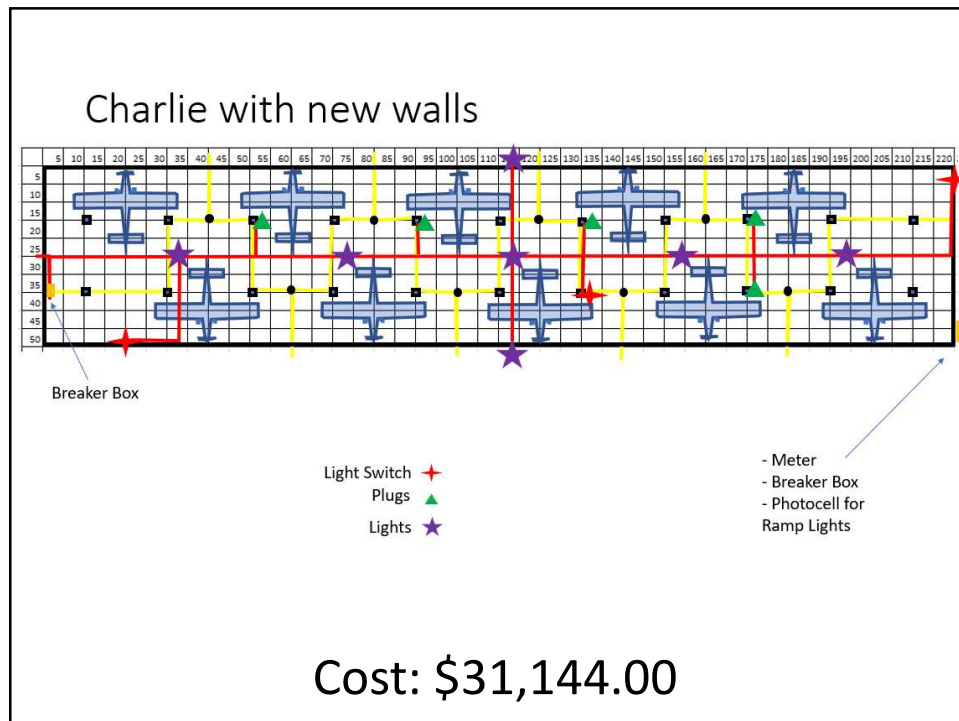
11



12



13



14



AAB

- Old Business:
 - 10-8 Properties Project Update
 - CIP
 - Phase II
 - Pre-design meeting Review (Jan 28th @1000)
 - [Updated Timeline](#)
 - CIP - Planning Study/Action plan
 - RFQ in coordination
 - Airport Zoning Ordinance/JAZB update
 - Delayed until we get a new HHZ Chart
 - RAMP/CARES ACT Projects:
 - Water line installation
 - Zero turn purchase

15



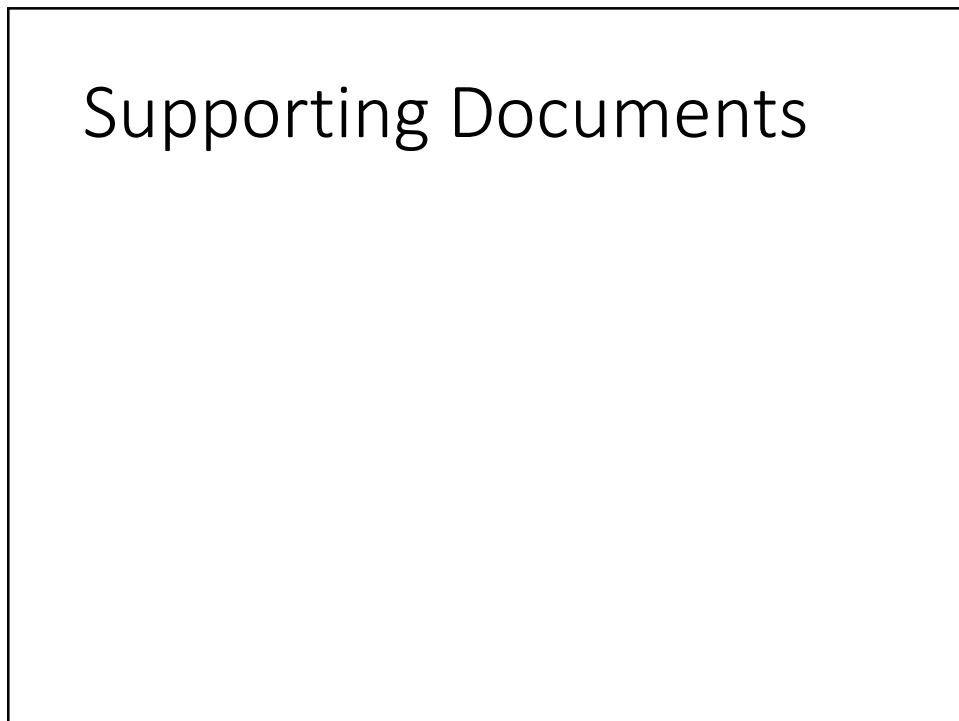
AAB

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


16



17



18

													
AirGas - Gals	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
Gillespie Air Services @ Retail	9,323												
Net total AirGas Market TR2	9,323	-	-	-	-	-	-	-	-	-	-	-	-
Total Market, Same Month, Prior Yr	6,355	8,618	7,920	6,333	10,472	11,518	10,507	11,550	10,230	13,628	12,968	11,018	121,121
Percent Growth (Decline)	47%												
Cumulative YTD - This Year	9,323	9,323	9,323	9,323	9,323	9,323	9,323	9,323	9,323	9,323	9,323	9,323	
Last Year	6,355	14,972	22,893	29,226	39,698	51,218	61,723	73,272	83,508	97,136	115,104	121,121	
Percent Growth (Decline)	47%												
% Total by Month	24.6%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
Jet A - Gals													
Gillespie Air Services @ Retail	28,532												
Net Total Jet A Market TR2	28,532	-	-	-	-	-	-	-	-	-	-	-	-
Total Market, Same Month, Prior Yr	22,969	22,910	16,456	7,777	15,102	27,991	22,191	33,107	25,683	28,391	27,021	32,921	282,519
Percent Growth (Decline)	24%												
Cumulative YTD - This Year	28,532	28,532	28,532	28,532	28,532	28,532	28,532	28,532	28,532	28,532	28,532	28,532	
Last Year	22,969	45,880	62,305	70,112	85,214	113,205	135,365	168,504	194,187	222,577	248,558	282,519	
Percent Growth (Decline)	24%												
% Total by Month	75.4%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
Total Fuels													
Total Fuels Market TR2 - Gals	37,855	-	-	-	-	-	-	-	-	-	-	-	-
Total Market, Same Month, Prior Yr	29,324	31,528	24,376	14,110	25,573	39,509	32,698	44,657	35,919	42,018	39,968	43,939	403,641
Percent Growth (Decline)	29%												
Cumulative YTD - This Year	37,855	37,855	37,855	37,855	37,855	37,855	37,855	37,855	37,855	37,855	37,855	37,855	
Last Year	29,324	60,852	85,228	99,338	124,912	164,421	197,119	241,776	277,695	318,113	360,762	403,641	
Percent Growth (Decline)	29%												
Market Change by Quarter													
Market by Quarter													
Percent change 2019 to 2020			1st			2nd			3rd			4th	YTD Totals
Year 2021 Total Fuels by Quarter													
Year 2020 Total Fuels by Quarter			85,228			79,193			113,274			125,946	403,641

19

DECEMBER SALES RECEIPTS (ADJUSTED)

February Sales Tax Report

City of Fredericksburg

	2021	2020	2019	2018	2017
JAN	582,943	514,515	505,293	496,771	436,830
FEB	731,065	655,881	627,467	560,001	537,375
MAR		408,105	421,189	385,725	432,032
APR		435,883	408,824	440,535	367,972
MAY		491,535	574,201	558,505	520,494
JUN		372,837	509,173	485,166	445,867
JUL		520,025	495,559	500,310	441,043
AUG		609,900	553,660	523,400	480,652
SEP		528,817	534,729	479,047	428,188
OCT		486,584	475,679	457,183	401,845
NOV		586,279	506,459	494,666	459,809
DEC		577,401	540,085	457,382	440,915
Total	1,314,008	6,207,782	6,152,318	5,838,691	5,393,022

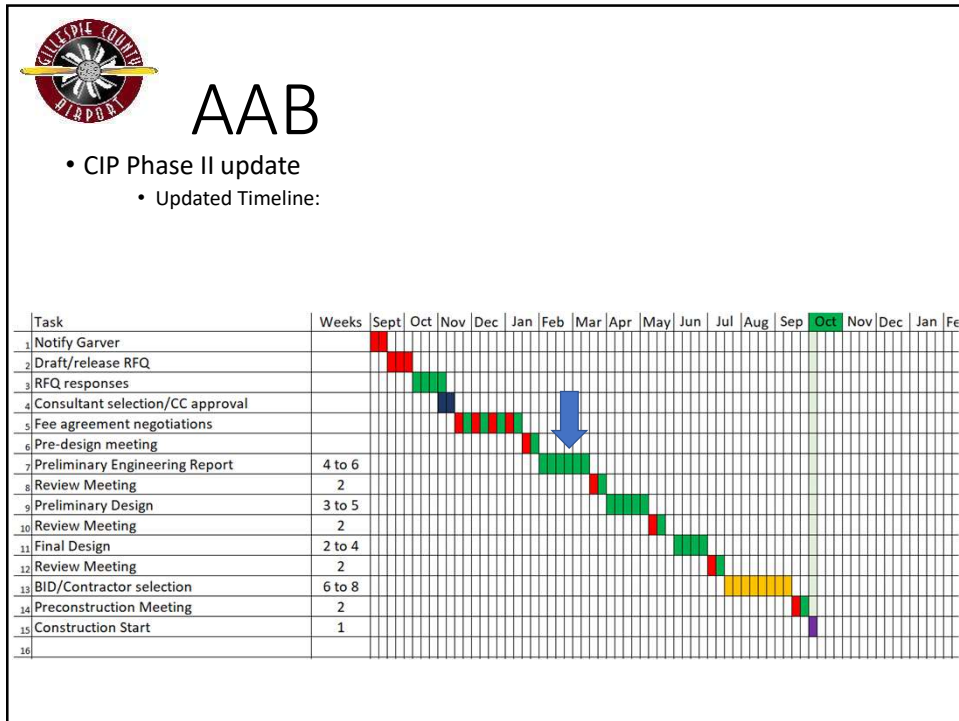
	Feb 21	Feb 20	Change	YTD 2021	YTD 2020	Change
Fredericksburg	731,065	655,881	11.46%	1,314,008	1,170,396	12.27%
Gillespie County	345,684	306,985	12.61%	631,044	546,147	15.54%
Combined	1,076,749	962,866	11.83%	1,945,052	1,716,543	13.31%

Gillespie County

	2021	2020	2019	2018	2017
JAN	285,360	239,182	233,420	215,934	189,950
FEB	345,684	306,985	272,365	255,748	242,586
MAR		215,571	197,108	178,641	186,372
APR		208,535	197,753	200,423	170,913
MAY		241,779	259,601	240,584	233,000
JUN		271,461	240,271	229,840	204,548
JUL		257,144	240,222	223,282	195,868
AUG		278,461	243,223	238,380	212,609
SEP		237,145	235,060	218,784	184,622
OCT		233,570	212,502	196,721	173,383
NOV		302,280	482,010	223,264	209,493
DEC		291,575	262,289	212,117	205,433
Total	631,044	3,083,668	3,075,824	2,633,718	2,408,777

Shaded numbers have been adjusted to reflect future period collections but not prior period collections.

20



21