

Minutes of the
 GILLESPIE COUNTY AIRPORT ADVISORY BOARD
 Monday, Feb 22, 2022
 @ County Airport Terminal Building

MEMBERS PRESENT:	STAFF PRESENT:	GUESTS PRESENT:
David Smith	Tony Lombardi, Manager	Ethan Crane
Steve Allen	Keith Kramer, County	Gwen Fullbrook
Paul Hannemann	Bobby Watson, City	Tim Lehmberg
Keith Keller		Harry Anthony
Judie Mooney, EAA Rep		Tom Bierschwale
Chad Ellebracht		Nathan Polsgrove
Greg Snelgrove		Tim O’Krongley
	Absent	Darren Flores/Chandler Bartley
		Courtney Walker/Elizabeth

CALL TO ORDER

The meeting was called to order at 1:26 PM by the Chairman, David Smith

APPROVAL OF MINUTES

Minutes of the regular Jan 18, 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
 - TXDOT Aviation Conference (2-4 Mar) San Marcos, TX
 - T-6 Fly-in, 28-30 April
 - Grumman Owners & Pilots Association Fly-in, May 9-13, 2022 (50-60 aircraft)
 - Court Action – On 1/24, the Court approved the t-hangar lease for (C13) Billy James. On 2/14, the Court approved the purchase of a zero-turn mower.
- T-hangars occupancy update. The AM stated that we are 100% full...waiting list is at 29
- Airport Status – the AM notified the board that everything is in the “green”, except that one of the leading-edge lights for runway 32 is out, and the existing lights (and associated parts) are no longer manufacture/supported.

	Lights (PAPIs, Beacon, Rwy Edge, Taxiway, Signs)
	Communication (CTAF, GCO, AWOS)
	Weather Station
	Facilities
	Miscellaneous (Construction, Closures, etc)

- Airport Development Update:
 - Active Private Projects

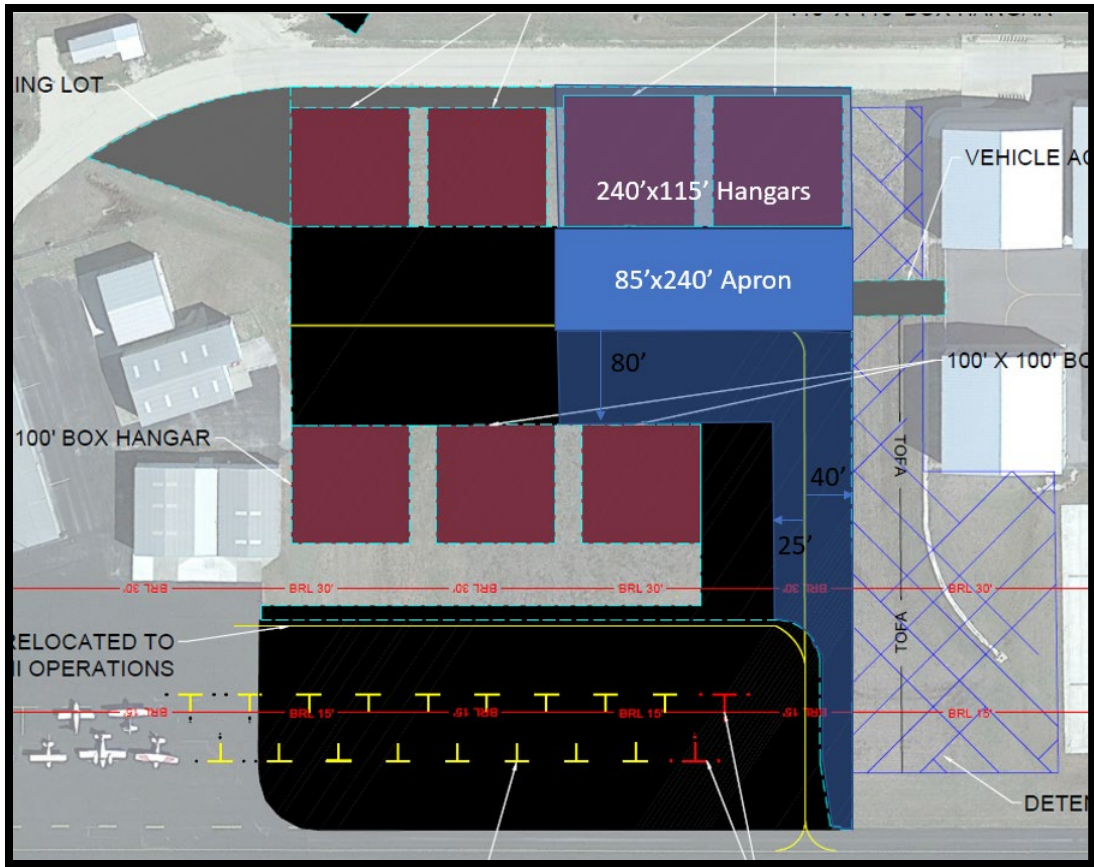
#	Developer	LOI Date Rev'd	Status	Comments
1	SSBT Expansion	09/15/21	Rec'd Approval by AAB (Oct '21)	Presented to the Judge on Oct 21 st . Under review by the Judge...Amend current lease vs Create a new lease?
2	Rhett Hawk Expansion	12/28/21	II	Response required by 01/18/23
3	FBO Expansion	02/02/22	AAB (LOI)	
4	Darren Flores (Private Hangar)	02/18/22	AAB (LOI)	

OPEN FLOOR

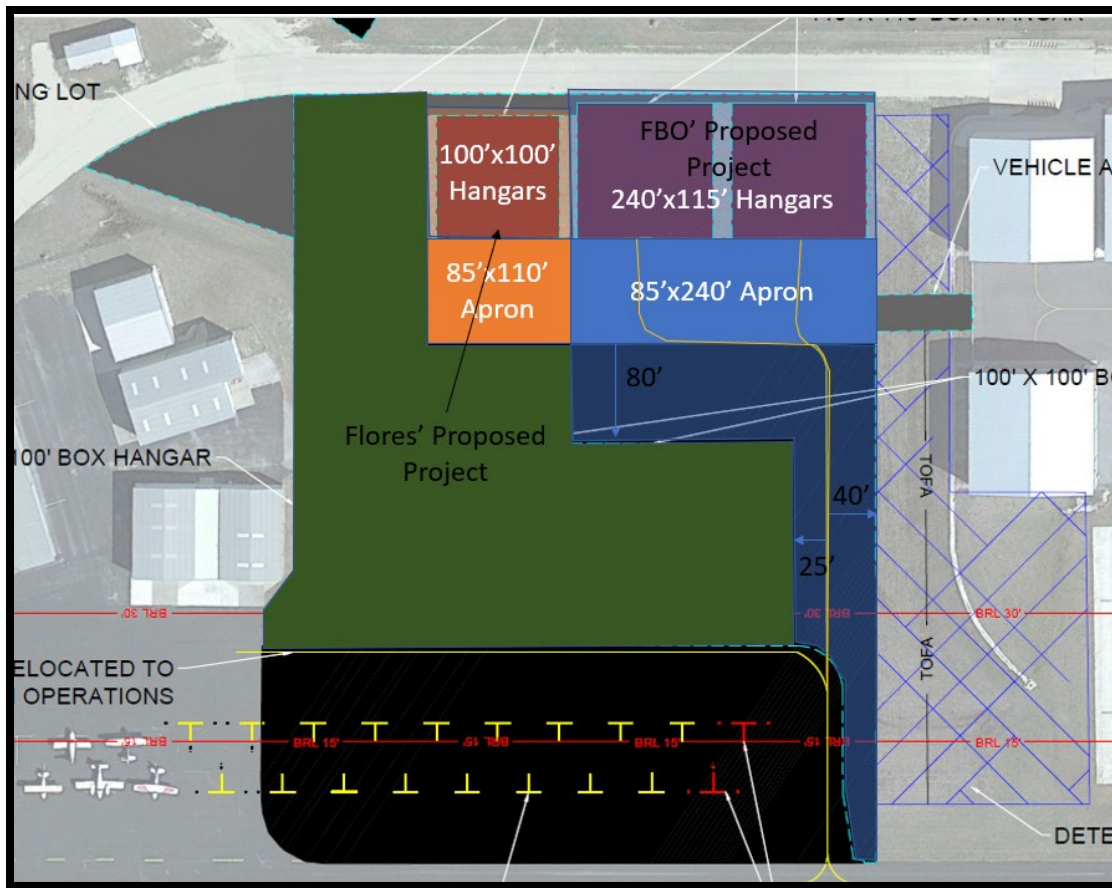
- Crosswind Update – Gwen reported that in support of Women’s History Month (March), the WASP organization has allowed Crosswind to host their mobile WASP history exhibit for March 1st thru Mar 10th. Gwen plans to display the exhibit in the Rhett Hawk facility.
- Texas Forest Service – The AM reported for the TFS that 3 SEATs and an Air TAC aircraft are deployed to T82. They plan to stage their aircraft from the TFS ramp and requested to close the entryway to the apron while they are operating from there.
- Tac Aero - Tom Bierschwale reported that their maintenance shop is very busy.
- Estenson Group – Courtney reported that WCRA and Sandy Roth have moved out of the Rhett Hawk facility.

NEW BUSINESS

- FBO expansion LOI. Mr. Smith provided the board with a “letter on interest” to expand their lease area on Feb 2nd. In summary, the FBO proposes to lease and develop approximately 1.0 Acres of land located to the east of the new aircraft ramp that is part of CIP Phase II. This land will accommodate two box hangars of approximately 110’ x 110’ (12,100 square feet) each, plus taxi-way access to the hangars. The board unanimously recommended approval to move to phase II.



- Darren Flores LOI. Darren Flores and Chandler Bartley presented the board with a “letter on interest” to build a large business hangar at T82 on Feb 18th. In summary, Mr. Flores originally requested to lease enough land north Mr. Carruth private hangar to build a 115’x90’ hangar and associated apron. During the discuss, the AM suggested that Mr. Flores move his requested project next to the FBO proposed project. The board unanimously recommended approval to move to phase II and told Mr. Flores to work with the AM to select either location. UPDATE: Mr. Flores has selected the area north of the FBO’s project.



- Pilot Complaint - Mr. Smith read an email to the board from a visiting pilot. The pilot complained about the AWOS recording that stated "...if calm use runway 14." He claimed that it causes confusion and a safety hazard. The AM stated that this was a carryover from his predecessor and has been this way for 10+ years. With that said, the AM stated that he would like to remove it from the recording and agrees with pilot's statement. UPDATE: the AWOS recording statement was removed.
- Pavement Report by HVJ– The AM once again reviewed the recent pavement report done by HVJ. The AM also showed the board a recent pavement failure on the terminal ramp. The AM also mentioned that he is recommending foregoing further investigation into the terminal ramp and start working on repairing it. He also mentioned that he would like to begin working on a long-range roadmap to repair all the pavement, since most of the pavement has reached its predicted useful life (20 years). After a discuss, the board supported the plan to fix the current issues and wait for the long-range plan for the pavement rehab that is coming with the ALP update (by Garver).

OLD BUSINESS.

- CIP updates:
 - Phase II update. The AM told the board that the pre-construction meeting for phase II is March 8th at 10am.
 - Planning Study Update. Garver provided an update during the executive session.
- SSBT update – The AM mentioned that he had no update on the progress of this item. We are still waiting on the Judge's review.
- Falcon Aero Lease Renewal – The AM mentioned that he had no update on the progress of this item. Sent to the Judge on Jan 19th.
- Project Updates
 - PAPI installation – The equipment is expected to be shipped on Feb 23rd. After the equipment is inspected by F&W, they will coordinate an installation date. UPDATE: Equipment arrived at F&W on Feb 24th.

REPORTS

EAA report – Mrs. Mooney reviewed the “Young Eagles” event on Feb 19th. 40 kids received flights. She also mentioned that their scholarship winner is waiting to get his check ride.

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

Greg Snelgrove concluded the board’s discussion by mentioning two topics of interest. First, Greg thanked everyone for attending the board meeting, but suggested to the board that the current set up is too small to handle this group. He also mentioned that the original vision was if required to expand south towards the hotel. His second topic was a summary of his conversation with David Fulton. Greg mentioned that they discussed the return of the \$15M that was set aside for Odessa, and that it is not an easy process to return, but is doable. He also mentioned that Mr. Fulton and Senator Nichols are working together to get dedicated funding for General aviation.


ADJOURNMENT (the open meeting concluded at 2:56pm). Our next meeting is Mar 21st.

Executive Session: Garver presented the board with an Alternative/Charrette presentation, as part of the on-going planning study.

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. 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


2



AAB

- Jan’s Minutes Approval – vote needed
- Airport Manager’s Report
 - Event Update (*Italicized - Unconfirmed*)
 - TXDOT Aviation Conference (2-4 Mar) San Marcos, TX
 - T-6 Fly-in, 28-30 April
 - Grumman Owners & Pilots Association Fly-in, May 9-13, 2022 (50-60 aircraft)

3



AAB

- Airport Manager’s Report
 - Court Review – On 1/24, the Court approved the t-hangar lease for (C13) Billy James. On 2/14, the Court approved the purchase of a zero-turn mower.
 - T-Hangar Occupancy – 100% (29)
 - Airport Status:

	Lights (PAPIs, Beacon, Rwy Edge, Taxiway, Signs) - 1 leading edge light is out...awaiting parts
	Communication (CTAF, GCO, AWOS)
	Weather Station
	Facilities
	Miscellaneous (Construction, Closures, etc)

4



AAB

- Airport Development Update:
 - Active Private Projects:

#	Developer	LOI Date Rcv'd	Status	Comments
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5



AAB

- Open Floor
 - Crosswind
 - TFS
 - Rhett Hawk
 - Tac Aero
 - Guest

6



AAB

- New Business–
- FBO Expansion LOI

GILLESPIE AIR SERVICES, INC.
 D/B/A Fredericksburg FBO
 217 Airport Road
 Fredericksburg, TX 78624

February 02, 2022

Gillespie County Airport Advisory Board
 101 West Main Street, Unit #9
 Fredericksburg, TX 78624

Cc: Tony Lombardi, Airport Manager
 Subject: Letter of Intent

Dear Airport Advisory Board:

Gillespie Air Services, Inc., proposes to lease and develop approximately 1.5 Acres of land, roughly 285' x 220' or 62,700 square feet, located to the east of and at the southeast corner of the new aircraft ramp that is part of CIP Phase II. This land will accommodate two box hangars of approximately 110' x 110' (12,100 square feet) each, plus taxi-way access to the hangars.

All costs of the development are for the account of Gillespie Air Services, Inc. No budget is available at this time, but my guess is the total project will cost about \$2.0 million.

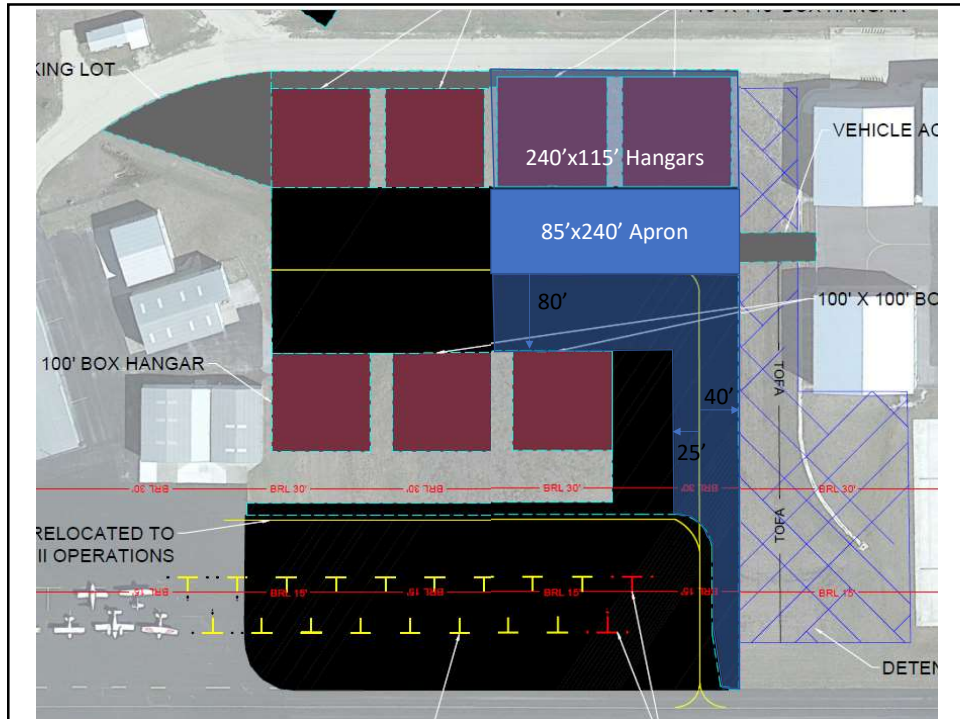
We propose to build as fast as possible, but in current market conditions, we suggest a reasonable time to complete is about 2 years.

Upon approval of this Letter of Intent by the Gillespie County Airport Advisory Board, we will engage consultants to develop a detailed Site Plan and Survey to support Lease Agreement negotiations.


Sincerely,

David D. Smith
 President

7



8



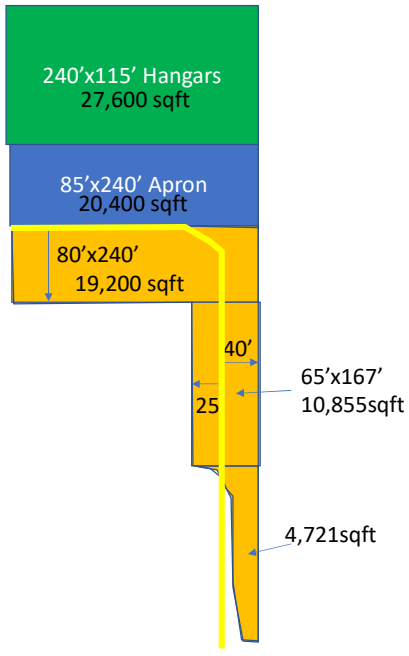
Proposed FBO Expansion

- Total Lot – 48,000 sqft
 - Hangar Area - 27,600 sqft
 - Apron – 20,400 sqft
- Est Rent (Tier I) - \$1,120 monthly


Note 1: The additional ramp (19,200sqft), the new taxiway (10,855 sqft) and the extension of the new apron (4,721sqft) will be donated to the airport.

Note 2: Pending on timing of the construction... Relocating the ramp light and taxi line.

Note 3: The taxiway and apron width is determined by Type 3 aircraft requirements.



9



AAB

• New Business–

- Darren Flores LOI

2/18/2022

To: Gillespie County Airport Advisory Board
Cc: Tony Lombardi

The purpose of this letter is to state my intent to construct a new hanger on the grounds of the Gillespie County airport. Please see below to the answers of the 7 questions that are outlined in the letter of intent guidelines.

- 1.) **Where?** Location site "N1" (just north of Mr. Carruth's Hangar)
- 2.) **What?** Land requirements needed will be for a 90'X115' hangar with a dedicated aircraft ramp and a taxi-way extension.
- 3.) **Services Considerations?** I will be providing Electric, Telephone, Water, and Sanitary Sewer, as well as a toilet.
- 4.) **Minimum Hangar Building?** I will be building a hangar with dimensions of 90'X115' on a reinforced concrete pad with a hangar door that has dimensions of at least 16' Height and 58' width. I will have a ramp that is the same width as the hangar door side and 50' depth. The ramp will be constructed to Taxi lane specifications on acceptable base material with hot mix asphalt.
- 5.) **Other Considerations?** Office space, work/shop facilities and pilot lounge will be constructed inside the hangar.
- 6.) **Who pays for what?** I will be assuming all the costs for the construction and operating costs for this project.
- 7.) **Rent and Lease Term?** I propose a 30 year lease with a 10 year option.


Thank you for your consideration.

Darren Flores
Chavi LLC
5264 Ranch Road 2721
Fredericksburg, TX. 78624
(830) 456-4341
chaviair@gmail.com

10



11




Proposed Private Hangar

- Total Lot – 18,125 sqft
 - Hangar - 90'x115'
 - Apron – 50'x125'
 - 5ft on both sides and back
- Est Rent (Tier III) - \$302.08 monthly
- Note: The taxiway will need to be extended the length of the lot.

This area does not need to be paved

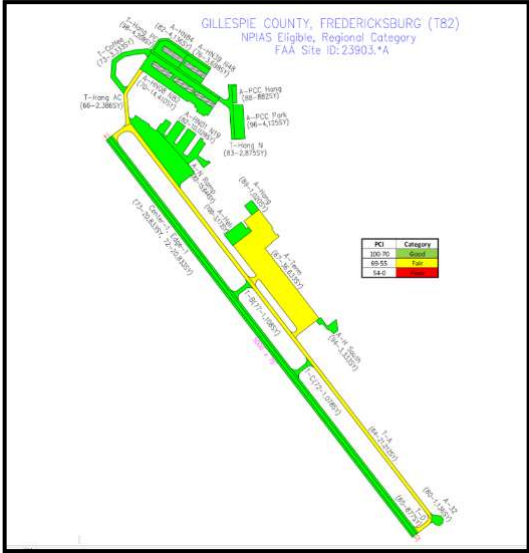
12




AAB

- New Business Con't–
- Pavement Report by HVJ– Discussion w/Garver

TXDOT inspection 6/10/2021



13



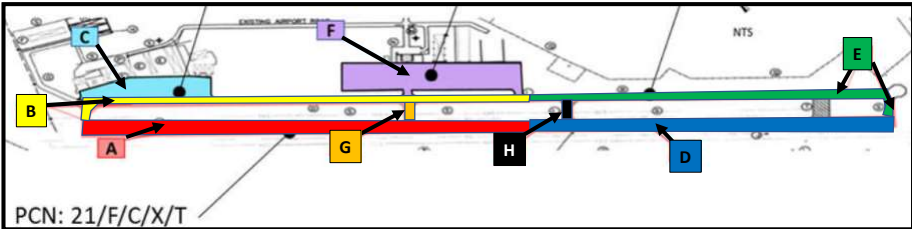
HVJ Results

Section	PCN	Subgrade Strength Category	Max Gross Weights, lbs	
			SW	DW
A North Runway	21	C(6)	54,400	73,000
B North Taxiway & Cross Taxiways A	34	B(10)	90,200	144,000
G Cross Taxiway B	31 ¹	B(10)	87,800	141,000
D South Runway	61 ¹	B(10)	116,000	225,000
E South Taxiway & Cross Taxiway D	55	B(10)	116,000	225,000
H Cross Taxiway C	41 ¹	B(10)	112,000	177,000
C North Apron	37	B(10)	98,000	160,000
F South Apron	8.5	C(6)	23,250	²

¹ Recommended maximum is North Runway gross weights

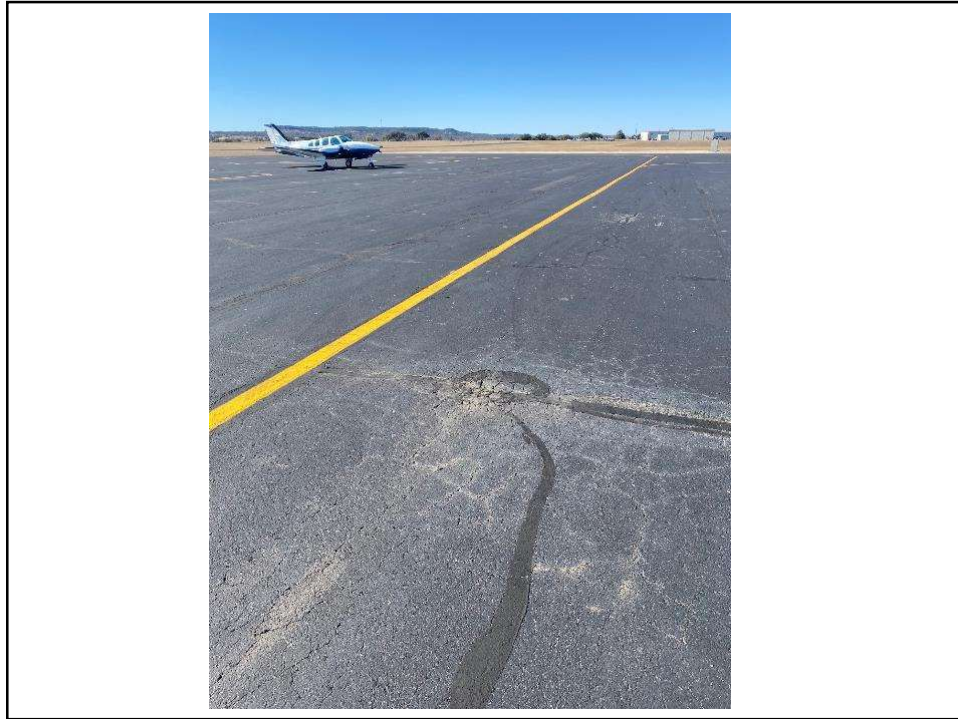
² Not Recommended

PCN – pavement classification number
SW – single wheel
DW – Dual wheel



PCN: 21/F/C/X/T

14



15



Pavement Discussion

- Terminal Ramp (PCN 8 with no dual wheel)
 - 20+ years old
 - Garver is recommended boring test from (Bravo to Helipad)
 - \$20K
- Statewide Program (\$1.56M)(FY24)
 - Rehab vs reconstruction

16

Terminal Ramp



17



18



AAB

• Old Business:

- Capital Improvement Projects (CIP)
 - Phase II update T82
 - Pre-Construction meeting (Mar 8th at 1000)
 - Planning Study Update – During executive session
- SSBT Expansion – No update
- Falcon Aero Lease Renewal – No update
- Projects
 - PAPI installation (estimated shipping date 02/23/22)

19



AAB

- EAA report/update/comments
- Comments-FBO, EDC, and Board Members

Executive Session

20



Questions

Next Meeting: Mar 21st