

Minutes of the  
 GILLESPIE COUNTY AIRPORT ADVISORY BOARD  
 Tuesday, Feb 20, 2024  
 @ Airport Terminal Building

MEMBERS PRESENT:	STAFF PRESENT:	GUESTS PRESENT:
Steve Allen	Tony Lombardi, Manager	Ethan Crane
Tim Lehmberg	Bobby Watson, City	Chandler Bartley
Kory Keller		Larry Hauptrief, EAA
Gwen Fullbrook		
Dan Sechrist		
Chad Ellebracht		
Absent		
Paul Hannemann	Keith Kramer, County	

**CALL TO ORDER**

The meeting was called to order at 1:32 PM by the Chairman, Steve Allen

**APPROVAL OF MINUTES**

Minutes of the regular Jan 17, 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 –
    - March 30<sup>th</sup> – Easter Egg Drop (Sponsored by Crosswind/T82 Aviation)
    - Apr 8<sup>th</sup> – Total Eclipse
    - April 13<sup>th</sup> – Citation Fly-in
    - April 20<sup>th</sup> – Tac Aero Fly-in (10am-2pm)
    - Apr 24-26 – TXDOT Avn Conference
    - Apr 25-27 – T-6 Weekend
    - May 11<sup>th</sup> – EAA Young Eagles Flight
    - May 29<sup>th</sup> – Jun 2<sup>nd</sup> – Swift Fly-in
    - Sept 21<sup>st</sup> – Jacob Brodbeck Day (1<sup>st</sup> flights)
    - Dec 21<sup>st</sup> – Santa Fly-in (1-3pm)
  - Court Actions – On Feb 12<sup>th</sup>, the court approved the CIP agreement between TXDOT and the County.
- T-hangars occupancy update. The Manager stated that the County T-hangars are 100% full...waiting list is at 28.

- 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) – 6mths
2	Darren Flores (Private Hangar)	02/18/22	IV	Construction Ext approved (On Nov 13) - 6mths

- Eclipse Update – The Manager mentioned that there are 48 days remaining until the eclipse. He also mentioned that he has 25 reservations. Finally, He mentioned that Crosswind Aviation will provide hot dogs and hamburgers on the day of the eclipse for visiting pilots for donations.

## OPEN FLOOR

- Crosswind Aviation – Gwen mentioned that Adam Script donated a large amount of money to “A is for Airplane” and she also mentioned that she has 8 students in ground school (that ends next week).
- T82 Aviation – Chandler mentioned that they have finally obtained their Part 135 certificate. He also mentioned that they are changing their business model. Their first change is that they are offering helicopter wine tours...more changes are on their way.

## NEW BUSINESS

- Strategic Planning. The Manager presented the draft vision statement, mission statement and core values for review and approval.
  - Vision Statement “What we want to be” -To be the best and most well-regarded general aviation airport in the State of Texas, while serving as the gateway to the Hill Country
  - Mission Statement “Why we exist”- To achieve new standards of excellence by providing a sustainable first-class facility that promotes air travel, encourages awareness and education of general aviation, and stimulates the economic growth of our community.
  - Core Values “What we believe in” :
    - Safety and Security first - We ensure that the safety and security of our customers, employees, facilities, and environment is a primary concern in all aspects of doing business.
    - Growth and Financial Strength – We are committed to a fiscally self-sustaining Airport, while encouraging private development.

- Innovation with respect to our past –We will provide for the needs of our future while preserving our heritage.
    - Community Friendly – We are committed to maintaining an airport that is easily accessible, while encouraging community interaction and supporting aviation programs.
  - The board unanimously approved all. The Manager concluded the topic by mentioning that he will begin working on the Goals, Strategy and Action plan to support the above statements.
- Terminal Building Expansion. The Manager gave a presentation on a terminal building expansion plan. He started off telling the board why we need to expand and continued with why now.
  - Why?
    - The need was determined during the recent planning study – 2023 ALP with Narrative
    - The airport has seen massive growth since the terminal building was built (2002)
      - 2002 - <40K gal of fuel sold & <40 based aircraft
      - 2023 - >500K gal of fuel sold & >115 based aircraft
    - Lack of a large enough conference room
    - Limited capability to host events, etc.
    - Limited office space
  - Why Now? Timing is good...Funding is available in the Bipartisan Infrastructure Law (BIL).
    - Funding is currently available for FY24-26
    - Cost Share - 95% (Grant)/5% (Local)
    - Expected FY25 application deadline – Aug/Sept 2024

The Manager presented a floor plan and elevations that he created (see the attached slides). After reviewing all the drawings, the Manager asked for support for the plan and the request to hire an architect to professionally draw his designs. The board unanimously approved the request.

- Electricity to Front Gate (RAMP Project). The Manager presented 2 quotes to the board for review and approval. The Manager received a quote from ITZ Electric and Russell Woerner Electric. The Manager also mentioned that CTEC also charges for their service and requires a utility easement (\$960.00). Since the quotes were very close, the board unanimously selected ITZ Electric quote (\$6,830.00) and recommended approval.
- Security For the Eclipse. The Manager presented the board with a quote for security services during the eclipse (provided by Unlimited Security). The Manager wants Unlimited Security to provide 2 roving security guards from 7pm to 7am Saturday and Sunday nights. The cost for their service is \$2,251.60. The board unanimously recommended approval.

## **OLD BUSINESS.**

- CIP Update – The Manager gave a quick update on the pavement project. He mentioned that the TXDOT Commission approved the project in January and our local Commissioners approved the grant agreement on Feb 12th. He also mentioned that the RFQ was approved today with a deadline of Mar 28<sup>th</sup>. Finally, the Manager mentioned that very little progress has been achieved on the obstacle clearance study (18B), but he is still pushing TXDOT to get the ball rolling.
- Airport Development Initiative – The Manager gave a quick update. He stated that he has made good progress on this initiative. He has met multiple times with the Judge and the agreement between Cornett Engineering and the airport is on the Commissioners Court agenda for later this month.
- Unicom Freq Discussion – The Manager and Steve Allen reviewed their meeting with the EAA on the topic of changing the Unicom frequency. They both mentioned that no one they talked to at the meeting supported the change. With that said, the board unanimously recommended closing the topic and keeping our current frequency.

## **REPORTS**

EAA Report - Larry Hauptrief represented the EAA at the meeting, and reviewed the upcoming EAA events.

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


**ADJOURNMENT/EXECUTIVE Session** (2:25). Next meeting is Mar 18<sup>th</sup> at the Airport Terminal.

**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
  - Jan 17<sup>th</sup>
- Airport Manager’s Report
  - Event Update (*Italicized - Unconfirmed*)
    - Apr 8<sup>th</sup> – Total Eclipse
    - April 13<sup>th</sup> – Citation Fly-in
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    - Apr 24-26 – TXDOT Avn Conference
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    - Dec 21<sup>st</sup> – Santa Fly-in (1-3pm)

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# AAB

- Airport Manager’s Report
  - Court Review – On Feb 12th, the court approved the CIP agreement between TXDOT and the County.
  - T-Hangar Occupancy – 100% (28)
  - 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:

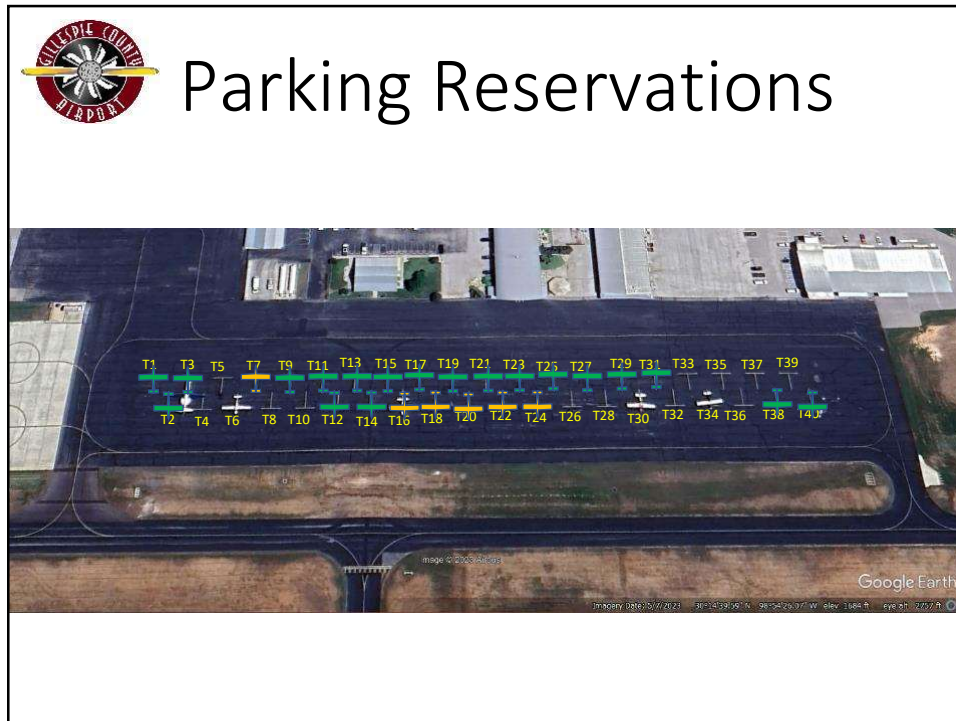
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**April 8<sup>th</sup> Eclipse**

*Days until the Eclipse – 48 days*  
*Eclipse Update (Reservation list (25))*

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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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## Vision Statement

“What we want to be”

To be the best and most well-regarded general aviation airport in the State of Texas, while serving as the gateway to the Hill Country

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## Mission Statement

### “Why we exist”

To achieve new standards of excellence by providing a sustainable first-class facility that promotes air travel, encourages awareness and education of general aviation, and stimulates the economic growth of our community.

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## Core Values

### “What we believe in”

Safety and Security first - We ensure that the safety and security of our customers, employees, facilities, and environment is a primary concern in all aspects of doing business.

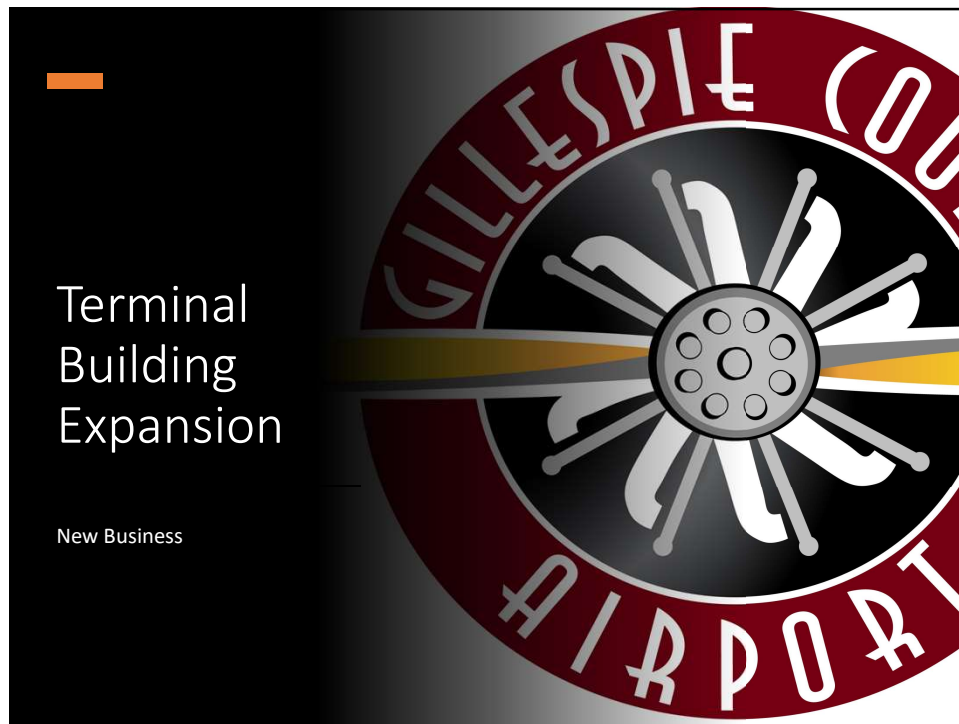
Growth and Financial Strength – We are committed to a fiscally self-sustaining Airport, while encouraging private development.

Innovation with respect to our past – We will provide for the needs of our future while preserving our heritage.


Community Friendly – We are committed to maintaining an airport that is easily accessible, while encouraging community interaction and supporting aviation programs.

Next Month....Goals, Strategy and Action plan

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## Terminal Building Expansion

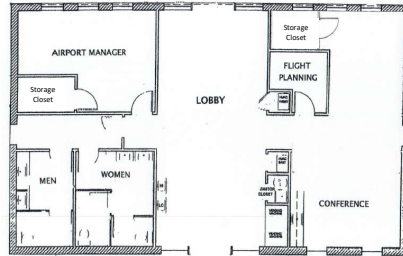
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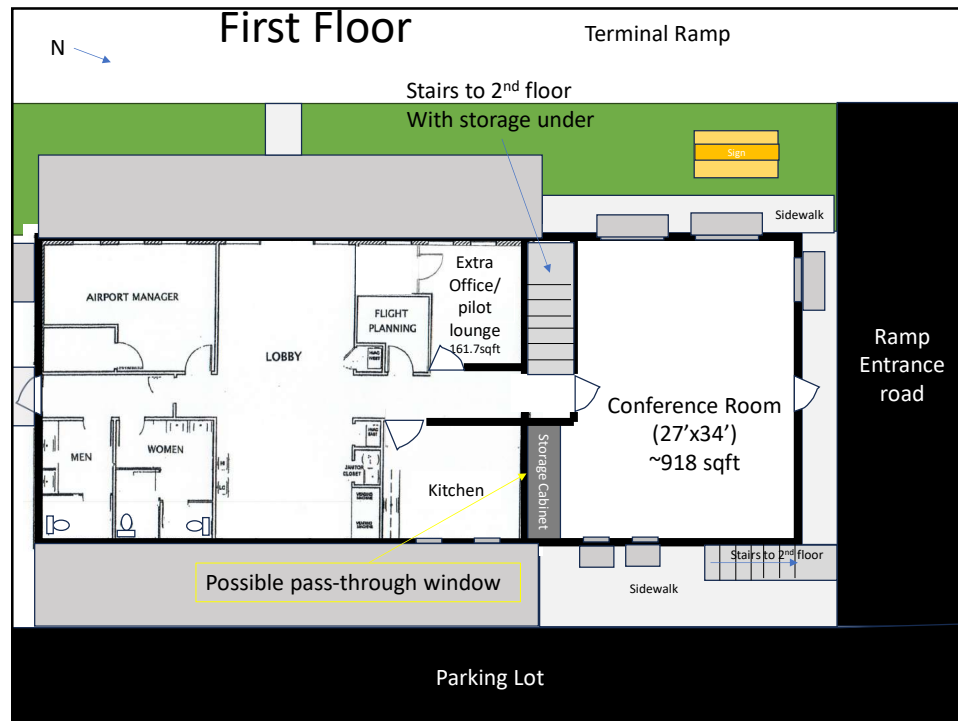


# Current Building

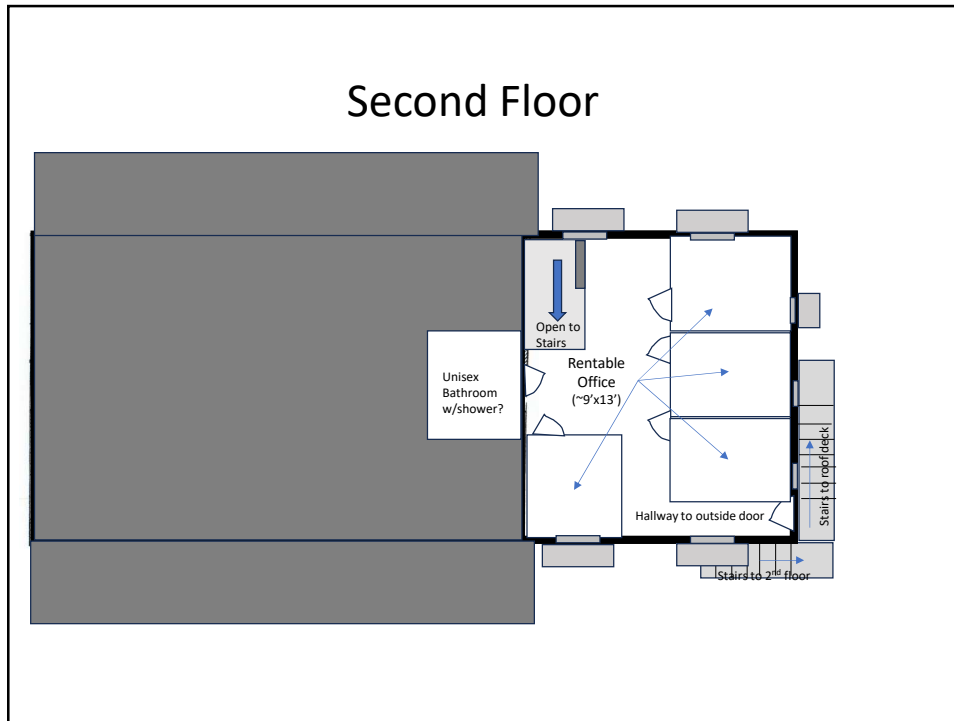
- Opened in 2002
- Designed by David Smith
- ~3,000 sqft



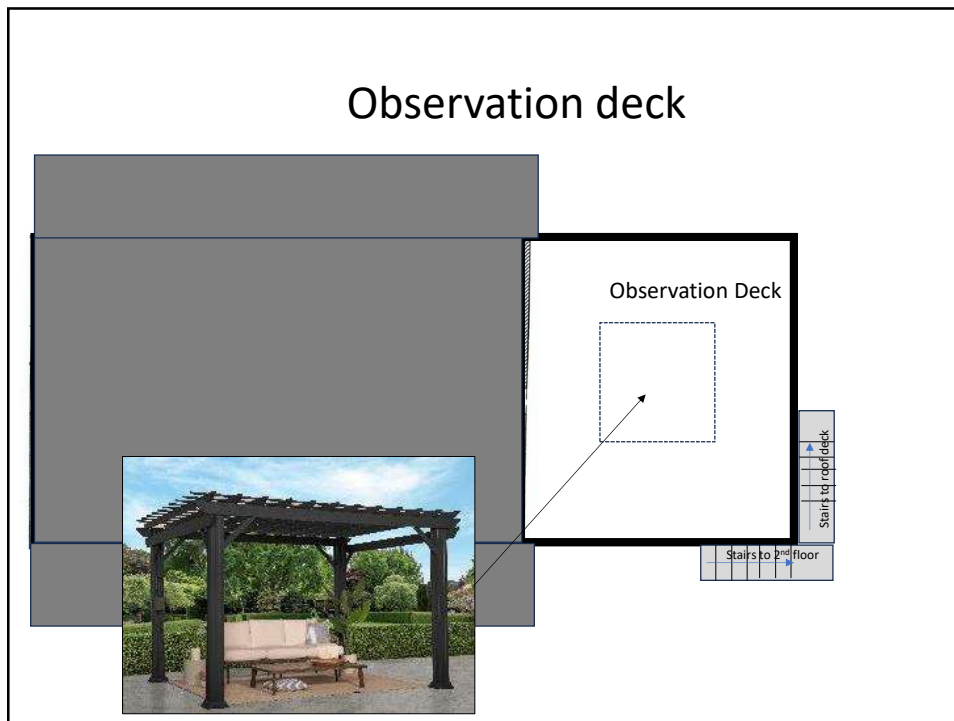
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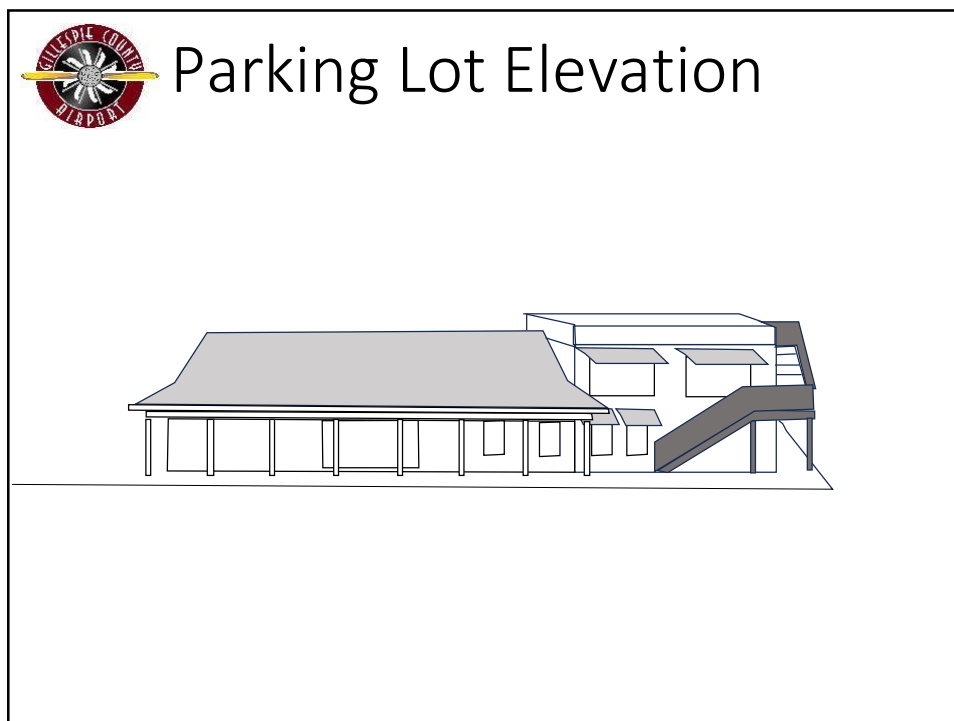
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## Discussion points/Summary

- IAW 2023 ALP (master plan)
- Bipartisan Infrastructure Law - Airport Terminals Program (95%/5% funding) <https://www.faa.gov/bil/airport-terminals>
- Conference room is double the current size
- Revenue (from office space) – (\$2-\$4/sqft-monthly)
  - 1<sup>st</sup> floor office (161.7sqft) – \$323.40-\$646.80 monthly
  - (4) 2<sup>nd</sup> floor office (120sqft) - \$240-\$480 monthly per office
- Relocation outside ac units
- ADA requirements? (elevator?)
- Do we need to relocate the airport sign?
- NEXT STEP...hire an architect (\$2K-\$4K)

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## AAB

- New Business Con't:
  - Quotes:
    - Electricity to Front Gate (RAMP)
      - ITZ – \$6,830.00
      - Russell Woerner Electric - \$6,412.50
      - CTEC – \$960 + easement paper
    - Security For the Eclipse
      - Unlimited Security - \$ 2,251.60
        - Sat & Sun 7pm-7am (2 guards)

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## AAB

- Old Business:
  - CIP
    - Pavement Project
      - TXDoT Comm – Jan 2024
      - CC approved/Judge signed the Grant agreement Feb 12<sup>th</sup>
      - RFQ was approved
    - Airspace Survey
  - Development Initiative
  - Unicom Freq Discussion – EAA didn't support a change

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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
<b>AvGas - Gals</b>													
Gillespie Air Services @ Retail	9,092												
Net total AvGas Market YTD	9,092												
Total Market, Same Month, Prior Yr	8,965	8,389	12,037	12,295	11,689	12,375	11,748	12,400	12,227	11,268	11,489	10,765	135,042
Percent Growth (Decline)		4%											
Cumulative YTD - This Year	9,092												
Last Year	9,092												
Percent Growth (Decline)		3%											
% Total by Month	23.4%												
<b>Jet A - Gals</b>													
Gillespie Air Services @ Retail	29,828												
Net total Jet A Market YTD	29,828												
Total Market, Same Month, Prior Yr	22,603	18,768	29,122	32,034	27,424	27,410	34,386	48,414	38,422	33,708	49,909	31,802	392,105
Percent Growth (Decline)		34%											
Cumulative YTD - This Year	29,828												
Last Year	22,783	41,372	70,494	103,128	130,552	157,992	192,349	240,783	277,185	316,893	390,802	392,105	
Percent Growth (Decline)		33%											
% Total by Month	76.6%												
<b>Total Fuels</b>													
Total Fuels Market YTD - Gals	38,920												
Total Market, Same Month, Prior Yr	31,569	27,154	41,159	44,930	39,113	39,795	46,133	60,814	48,850	44,876	61,388	42,068	527,747
Percent Growth (Decline)		23%											
Cumulative YTD - This Year	38,920												
Last Year	31,569	58,723	99,882	144,811	183,924	223,709	269,841	330,655	379,305	434,281	485,879	527,747	
Percent Growth (Decline)		23%											
<b>Market Change by Quarter</b>													
Market by Quarter			1st			2nd			3rd			4th	YTD Totals
Percent change 2023 to 2024													
Year 2024 Total Fuels by Quarter													
Year 2023 Total Fuels by Quarter			99,882			123,827			155,598			148,442	527,747

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# Sales Tax

## DECEMBER SALES RECEIPTS

February 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	694,706	871,461	744,208	665,663
MAR		633,261	611,429	508,167	409,139
APR		636,485	633,476	438,755	425,288
MAY		822,548	853,994	757,207	490,712
JUN		745,407	675,353	668,869	382,056
JUL		738,475	699,245	667,080	520,675
AUG		703,432	760,554	759,227	611,944
SEP		730,795	666,961	661,403	521,608
OCT		675,110	692,563	623,790	498,530
NOV		735,976	731,685	771,224	608,105
DEC		744,867	751,235	649,485	563,276
<b>Total</b>	<b>1,723,917</b>	8,914,085	8,608,171	7,871,869	6,200,529

	Feb 24	Feb 23	Change	YTD 2024	YTD 2023	Change
Fredericksburg	924,657	694,706	-7.04%	1,723,917	1,777,611	-3.02%
Gillespie County	426,591	453,797	-5.99%	841,963	860,357	-2.14%
<b>Combined</b>	<b>1,351,248</b>	<b>1,448,503</b>	<b>-6.71%</b>	<b>2,565,880</b>	<b>2,637,968</b>	<b>-2.73%</b>

### 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	360,057	312,136
MAR		351,297	305,429	255,895	215,472
APR		346,569	285,134	225,110	203,997
MAY		404,469	401,108	345,729	240,979
JUN		341,416	354,750	334,243	275,445
JUL		390,850	394,862	338,528	257,390
AUG		359,245	355,111	394,353	279,127
SEP		455,708	312,932	308,778	235,235
OCT		328,640	321,054	282,563	233,242
NOV		372,394	369,574	371,347	307,691
DEC		375,629	361,348	326,905	286,568
<b>Total</b>	<b>841,963</b>	4,586,602	4,221,655	3,789,118	3,080,830

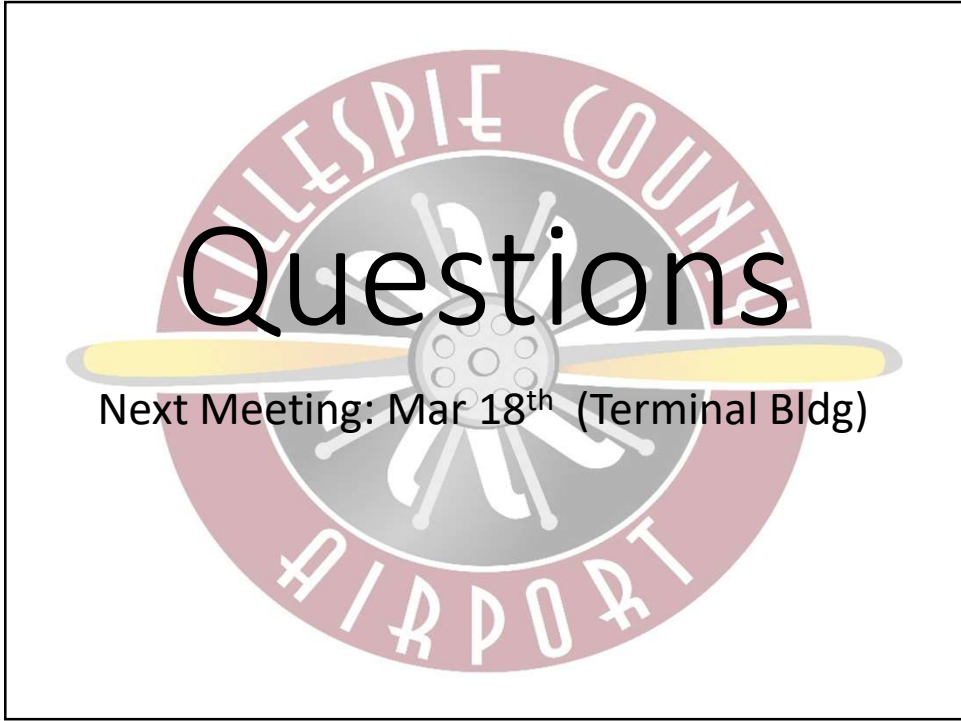
  

### SALES TAX COMPARISON SUMMARY - FEBRUARY, 2024 (DECEMBER SALES)

CITY	% change month	% change ytd	COUNTY	% change month	% change ytd
Fredericksburg	(7.04)	(3.02)	Gillespie	(5.99)	(2.14)
Kerrville	(1.21)	(4.73)	Kerr	1.84	(0.37)
Boerne	22.85	14.56	Kendall	13.45	10.92
Llano	(5.59)	(1.12)	Llano	(5.48)	(0.71)
Martinez Falls	(2.81)	(1.16)	Burnet	1.30	(2.70)
Bandera	0.71	1.75	Bandera	(1.38)	1.38
Johnson City	7.55	16.38	Blanco	14.91	9.51
Brenham	11.18	11.53	Washington	(3.13)	(1.35)
New Braunfels	(14.76)	(13.00)	Cornal	0.53	3.87
Rockport	0.40	1.61	Aransas	3.28	2.45
Corpus Christi	3.57	3.67	Nueces	3.34	3.95
Austin	0.27	1.19	Travis	0.05	1.09
San Antonio	0.90	1.08	Bexar	0.57	0.87
Houston	(3.97)	(1.24)	Harris	(3.59)	(0.88)
Dallas	32.97	19.28	Dallas	7.95	5.19
State (Cities)	0.62	1.98	State (Counties)	(1.09)	0.34

Shaded numbers are worse than ours.

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Next Meeting: Mar 18<sup>th</sup> (Terminal Bldg)