

Minutes of the  
GILLESPIE COUNTY AIRPORT ADVISORY BOARD  
Monday, Feb 18, 2025  
@ Airport Terminal

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MEMBERS PRESENT:	STAFF PRESENT:	GUESTS PRESENT:
Steve Allen	Tony Lombardi, Manager	Randall Fuchs
Gwen Fullbrook	Bobby Watson, City	Kraig Trupen
Paul Hannemann	Ethan Crane	Bob Snowden
David Gasmire	Larry Hauptrief - EAA	Michele Wilkinson
Tim Lehmberg		Spike Cutler
Chad Ellebracht		Darren Flores
		Chandler Bartley
Absent		
Kory Keller	Keith Kramer, County	
	Courtney Walker	

## CALL TO ORDER

The meeting was called to order at 1:02 PM by the Chairman, Steve Allen

## APPROVAL OF MINUTES

Minutes of the regular “Jan 21, 2025” 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 –
  - 2025
    - (NEW) Mar 5-9th – Cirrus Round-up/Formation Training
    - (NEW) April 12 – Easter Egg drop @10am
    - Apr 24-27th – T-6 Formation Training
    - May 3rd – Airport Open House (50th Annv. of end of V-War)
- Court Actions – On Jan 27th, the Court approved the APPA for the drainage study, the sale of the Tac Aero Mx shop/hangar to Halo Aviation, and the request to add an exterior sign for Tac Aero. On Feb 10th, the Court approved and accepted the public improvements from Gasmire, Carruth and Gillespie Air Services; the updated charter (adding 5 non-voting members) and the request from Spectrum to access the airport to provide internet services for Halo.
- T-hangars occupancy update. The Manager stated that the County T-hangers are 100% ...waiting list is at 35.

- 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 Rcv'd	Status	Comments
1	EPCON	5/22/24	PHII	Dev'l Agmt in coordination (Legal review)
2	Ladd Gardner	1/30/25	LOI	LOI rcv'd pending site approval

## OPEN FLOOR

- FBO – Ethan stated that the year has started off slow but has increased lately.
- Crosswind Aviation – Gwen notified the board that our airport community has received a donated aircraft. She mentioned that we plan to use it as a teaching tool (not to fly). Also, the manager mentioned that we plan to sell the engine and the prop. The profits will be given to the school or pay for expenses to modify the airplane.
- Easter egg Drop – the manager reviewed the event. The Apr 12<sup>th</sup> drop is sponsored by Tango 82 and Crosswind, and will be held at 10am, east of the Rhett Hawk building. Volunteers are needed to help with set-up and crowd control. Also, plastic eggs with pre-package candy are needed. Contact Gwen for information.



- EAA – Larry Hauptrief mentioned that they had a meeting last week, and the chapter membership is growing. He also mentioned that the meeting location has moved to the Rhett Hawk building.
- TFS – Randal had nothing significant to report.
- Halo Aviation – Kraig Turpen mentioned that his maintenance shop is up and running, and a temporary exterior sign has been added to the building. The manager added that he okayed the sign, since it was temporary. Once permanent sign is created, the AAB and the Court will get a chance to review it, and approve it.

## NEW BUSINESS

- Item a. Private Hangar development– The airport manager introduced Ladd Gardner. Ladd gave a quick history and background of himself and gave a quick reason on why he wants to build at Gillespie County Airport. After that introduction, the airport manager reviewed Ladd’s letter of interest with the Board. After that review, the Board discussed possible sites for Mr. Gardner’s Hangar development. After that discussion, the Board decided to accept the letter of interest, pending a review and selection of a possible development site. They also agreed that once a site has been selected that they could vote via email for approval.
- Item b. New AAB Members. The manager reviewed the new Airport Advisory Board charter. In doing so, the manager pointed out that the Board was now responsible to appoint 3 new non-voting members to the Board, one of which needs to be the EAA president. The manager also mentioned that the Board had agreed at their executive session last month to appoint Ethan Crane and Courtney Walker for the two other positions. The Board made a motion and appointed Larry Hauptrief (the EAA President), Ethan Crane and Courtney Walker.

- Item c. Policy Document Update (Info only). The manager mentioned that he has started to re-write the airport policy documents (The Minimum Operating Standards and the Airport Rules and Regulations). He plans to start with the MOS, since there are 2 new development projects about to start, and then he will work on the R&Rs.

## **OLD BUSINESS.**

- CIP Update – The Manager gave a quick update on the following CIP projects:
  - Pavement Project
    - No updates
  - Obstruction Survey
    - No updates
  - AWOS Replace Project – No updates
  - Drainage Study
    - The manager reviewed the recent “Scope of Work” meeting between TXDOT, Garver and the airport..
- Terminal Building Expansion Project
  - SKT negotiations – the manager discussed the SKT proposal with the board
- EPCON – the manager mentioned that the “development agreement” is almost done with legal review.

## **REPORTS**

The Tim Lehmberg reviewed the sale tax reports for the City and County.


**ADJOURNMENT (2:15).** Next meeting is Mar 18<sup>th</sup> at the Airport Terminal Building at 1pm. **Note: the ABB voted to move all future meetings to the 3<sup>rd</sup> Tuesday of every month at 1pm.**

**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 (EAA, Crosswind, TFS, Tac Aero, and guest)
5. New Business
6. Old Business
7. Comments-FBO, EDC, and Board Members
8. Adjourn

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# AAB

- Minutes Approval – vote needed
  - Jan 21<sup>st</sup>
- Airport Manager's Report
  - Event Update (*Italicized - Unconfirmed*)
    - Mar 5-9<sup>th</sup> – Cirrus Round-up/Formation Training
    - Apr 24-27<sup>th</sup> – T-6 Formation Training
    - May 3<sup>rd</sup> – Airport Open House (50<sup>th</sup> Annv. of end of V-War)

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# AAB

- Airport Manager's Report
  - Court Review – On Jan 27<sup>th</sup>, the Court approved the APPA for the drainage study, the sale of the Tac Aero Mx shop/hangar to Halo Aviation, and the request to add an exterior sign for Tac Aero. On Feb 10<sup>th</sup>, the Court approved and accepted the public improvements from Gasmire, Carruth and the Gillespie Air Services; the updated charter (adding 5 non-voting members) and the request from spectrum to access the airport to provide internet services for Halo.
  - T-Hangar Occupancy – 100% (35) 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
1	EPCON	5/22/24	PHII	Agreement Start date of Jan 2025
2	Gardner	1/30/25	LOI	

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# AAB

- Open Floor
  - FBO
  - Crosswind
  - Texas Forest Service
  - Estenson Group
  - Tac Aero Tailwheel Academy
  - MX Shop
  - Guest

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Item a.

New Business

## Private Hangar development

1. Review the LOI (dated 1/30/25) and vote to accept
2. If accepted, vote to recommend approval for the Court (i.e. enter into the "development agreement")

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# Ladd Garner

- "I've been in aviation my entire life."
- Father was a Crop duster
- Learned to fly in a Stearman
- Bachelor's degree in aviation science from the University of Central Texas
  - Other Pilot Quals/Certs: Comm Pilot, multi-engine rating, Instrument rating, and a CFI.
- In 2007, he started an aviation insurance agency in his name at the Kerrville airport. (Relocated the agency to the Dallas area (Addison Airport))...Sold last year
  - Still an agent for the company
- Returned to the hill country, and Relocated to Kerrville
- Owns multiple aircraft

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## AIRCRAFT HANGER/FACILITY PROPOSAL FOR GILLESPIE COUNTY AIRPORT

Presented  
Marvin L. "Ladd" Gardner II  
300 Doris Dr., Kerrville, TX 78028

Date: 1/30/2025

### Objective

Provide a "letter of Intent" for the construction of an aeronautical facility at Gillespie County Airport.

### Purpose of the Facility:

The facility will be used for an Corporate/Private Use  
*Other-explain:*

If the proposed facility is for an aeronautical service business, then add the following:

1. What products or services will the business offer:  
Possible aviation insurance sales, aircraft brokering, and other related services.

### Outline of Proposal

The general description of the location of the proposed site:  
N1 (behind Bob Snowden's hangar)


(a map with a sketch/drawing of the site is attached)

The proposed site is 100' x 200' (20,000 square feet), and it will include (Note – this square footage will be used in the creation of the "Development Agreement"):


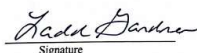
1. Hangar building of 100' x 150'
2. If applicable, a dedicated aircraft apron of 50' x 100'
3. In addition, the proposer agrees to lease a minimum of 5 feet on both sides and the back of the hangar.

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	<p>4. Other requested land (i.e. parking area (IAW City requirements), driveway, additional aprons, etc.):</p> <p>5. Other Considerations? <i>Will office space and/or work-shop facilities be constructed inside the hangar?</i> Clarify: Bathroom, office, pilot lounge / flight planning room.</p> <p>6. Infrastructure Consideration <i>Auto access, airside access and utilities (Minimum services provided in the hangar should include Electric, Water and Sanitary Sewer. Toilet(s) should be provided in the hangar (except for aircraft storage hangars). Explain:</i> One max-width hydraulic aircraft entry door on north side and one roll up garage door on south side.</p> <p>Terms of the proposed lease are as follows:</p> <ol style="list-style-type: none"> <li>Term 30 years maximum, with option of renewal for an additional 10 year term on such conditions as may then be agreed upon by the parties.</li> <li>Approximately \$ .23 per sq. ft. of land area, per year, subject to annual Adjustment by Consumer Price Index.</li> <li>The lease agreement shall consider all responsibilities for, and costs of, the contemplated improvements, and assign them as may be agreed by the parties to the agreement, including but not limited to the following items:             <ol style="list-style-type: none"> <li>Once the tract has been identified, surveying work to establish boundaries and legal description is the responsibility of the Lessee.</li> <li>Provision of utility services as may be necessary to serve the purposes of the improvements is the responsibility of the Lessee.</li> <li>Site preparation to rough grade is the responsibility of the Lessee.</li> <li>Detail specifications of buildings, which should be consistent with Airport Rules and Regulations and Airport Minimum Operating Standards are the responsibility of the Lessee.</li> </ol> </li> <li>Insurance for the risk of Gillespie County to be provided by the Developer/Lessee.</li> <li>Taxes on improvements are for account of Lessee.</li> <li>The lease and leasehold interests may be transferred or assigned only by approval of the Commissioners Court.</li> </ol> <p style="text-align: center;">2</p>	
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	<ol style="list-style-type: none"> <li>Upon termination of the lease by whatever reason, all improvements revert to ownership of Gillespie County.</li> <li>Lessor and Lessee agree that the lease is non-exclusive, and that Lessor shall have the right to lease other portions of the airport for other similar operations.</li> <li>Lessee agrees that he will not operate any non-aviation related business or activity on/in the Land/Building site, except that which is expressly approved herein, without the express written consent of Lessor.</li> <li>Even though subleasing is discouraged and requires Commissioners Court approval, if the Lessee pursues to sublease, the Lessee will be required to pay a percentage of the gross rent generated by the sublease agreement.</li> <li>Lease agreement to be executed upon all parties' approval.</li> </ol> <p>Once this "letter of Intent" is received, reviewed and recommended for approval to proceed by the Airport Advisory Board, the Developer and the County will enter into a Development Agreement, and this LOT will be attached to that Agreement.</p> <p>Finally, in signing this "letter of Intent", the Developer has acknowledged he/she has reviewed the "Minimum Operating Standards" and "Rules and Regulations".</p> <p style="text-align: center;">               Signature             <span style="margin-left: 100px;">             1/30/2025              Date             </span> </p> <p style="text-align: center;">3</p>	
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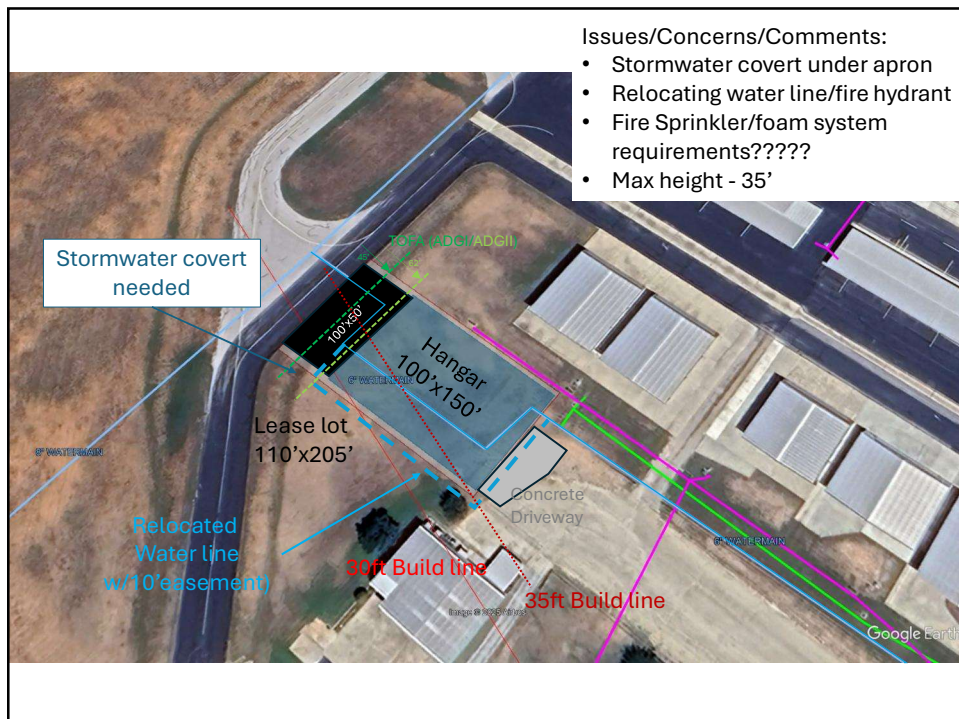
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## Available Tracts (Northeast area)



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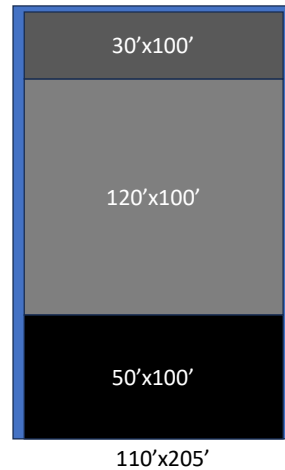


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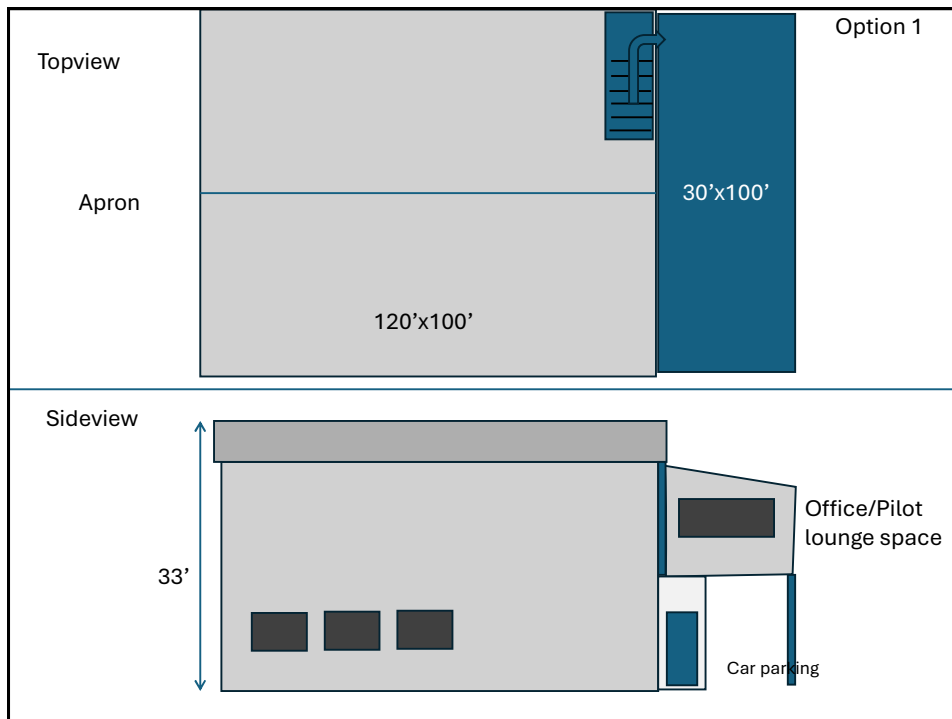


## Proposed lease Info

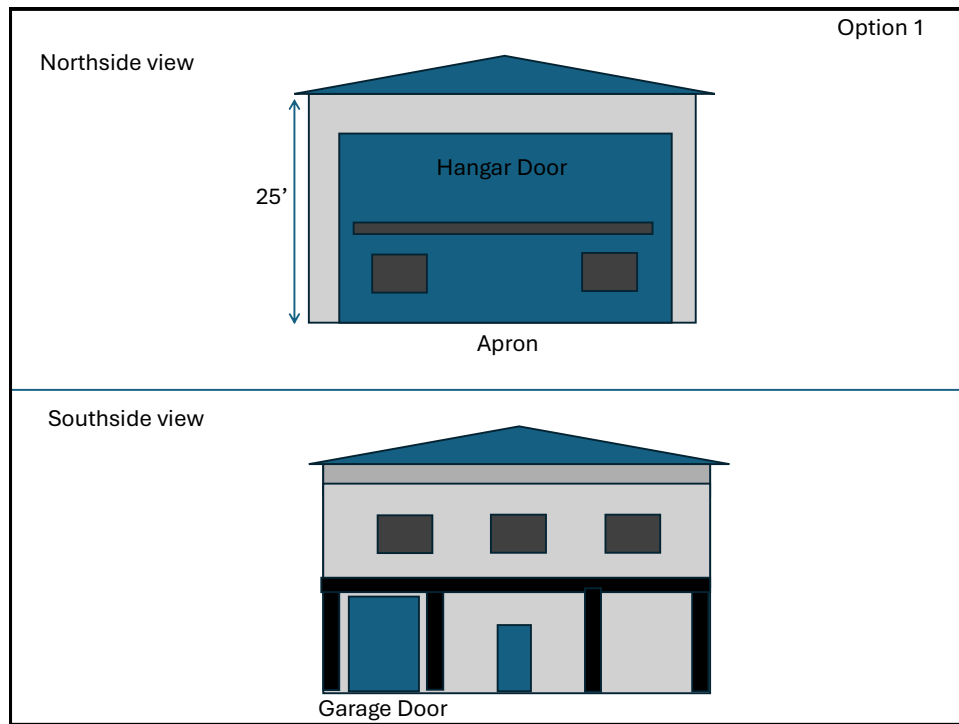
- Under dev'l agreement (6mths)
  - Current FY24 annual rate (\$.24 per sqft)
  - Deposit (50% of normal lease for 6mths) (nonrefundable)
    - N1
      - 22,550 sqft \*.24
      - \$1,353 Deposit
- Est. lease Payment
  - Lot 3
    - (22,550sqft \*.24)/12months
    - \$451.00 monthly



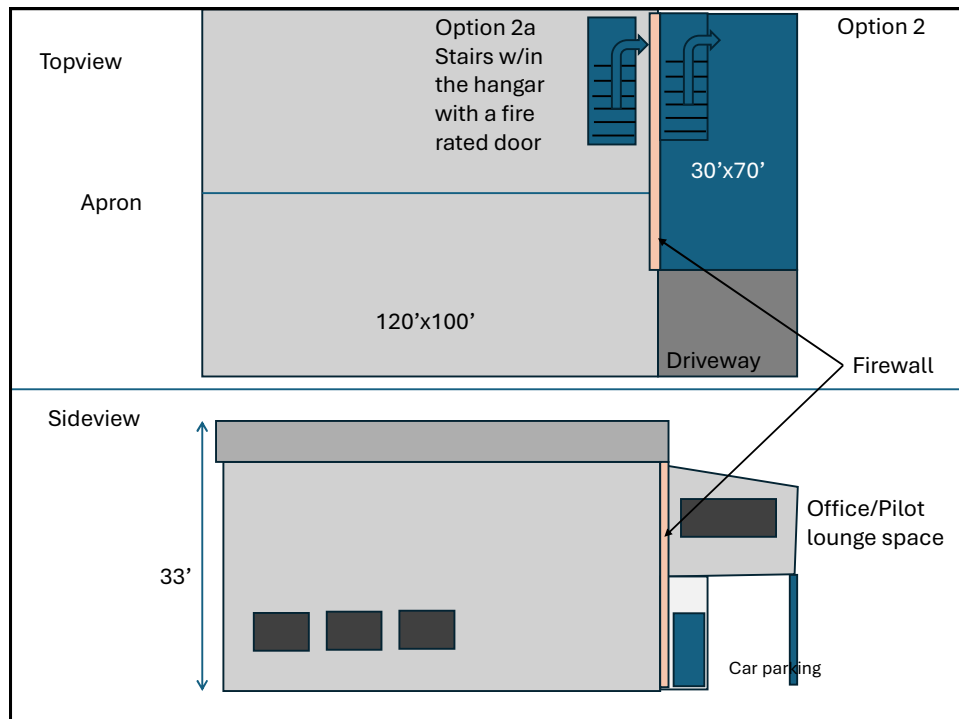
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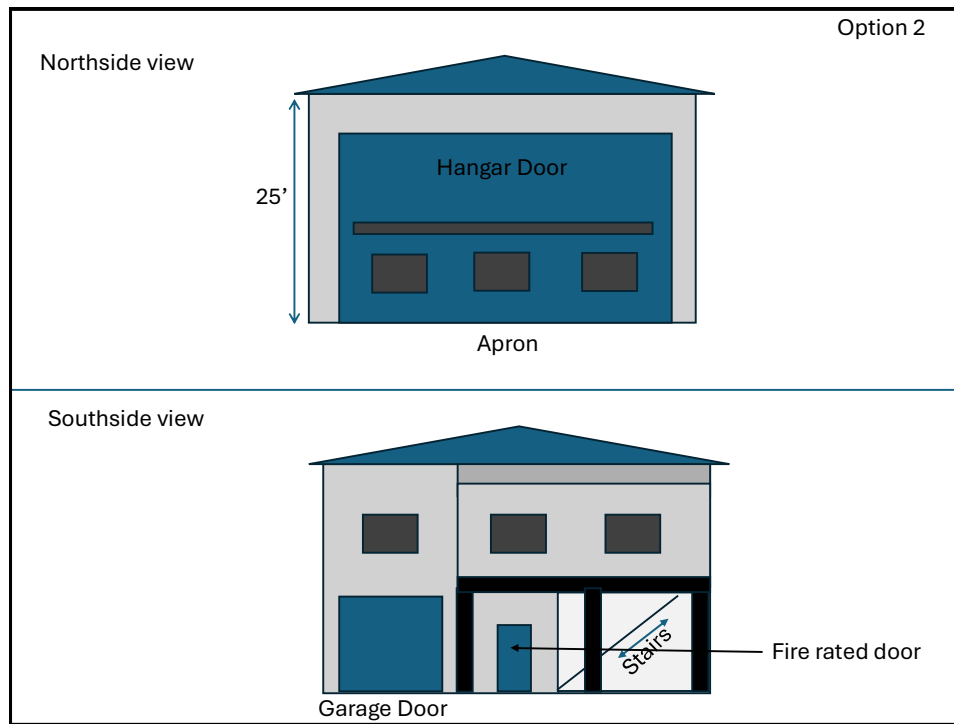
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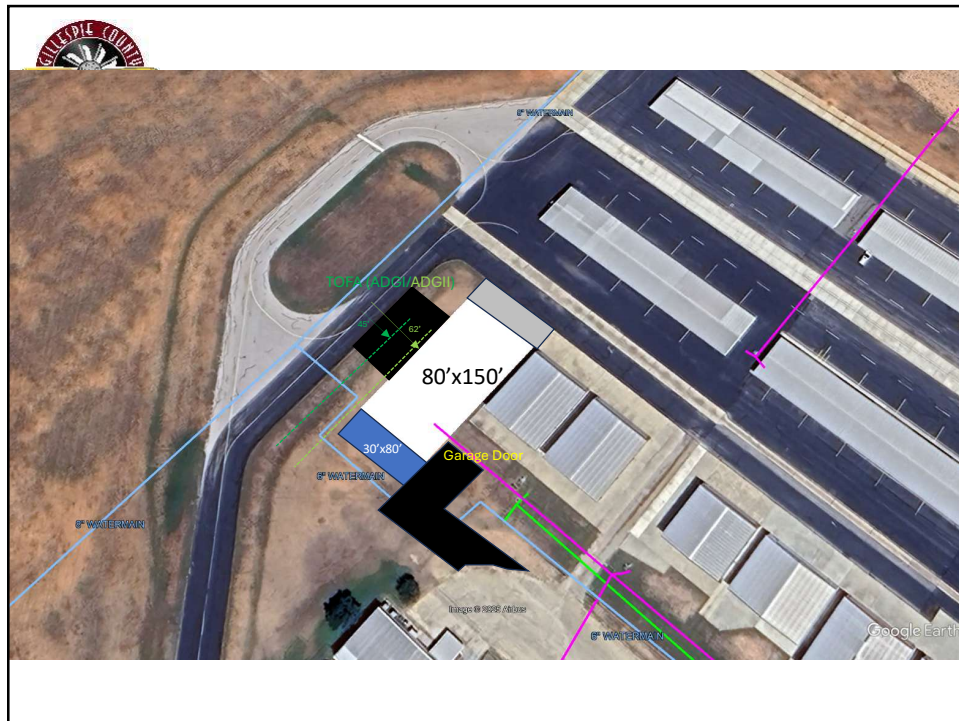
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## Discussion

- Does it fall in line with the airport's ALP (Airport Layout Plan) and Master Plan?
- Does it fall in line with our strategic planning? (i.e. Mission, Vision, Core Values, etc.)
- Does it fall in line with Federal, State and local guidelines? (i.e. Grant Assurances, Airport Minimum Standards, Rule and Reg, etc.)
- Does the developer agree to the "Development Agreement" and its timeline?
- Are there any concerns with its location and size? (i.e. drainage, utilities, airside access, etc.)
- Are there any request(s) from the developer that are placed on the sponsor/airport?

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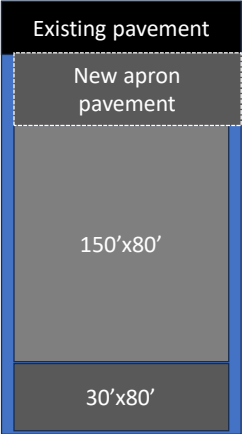


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## Proposed lease Info

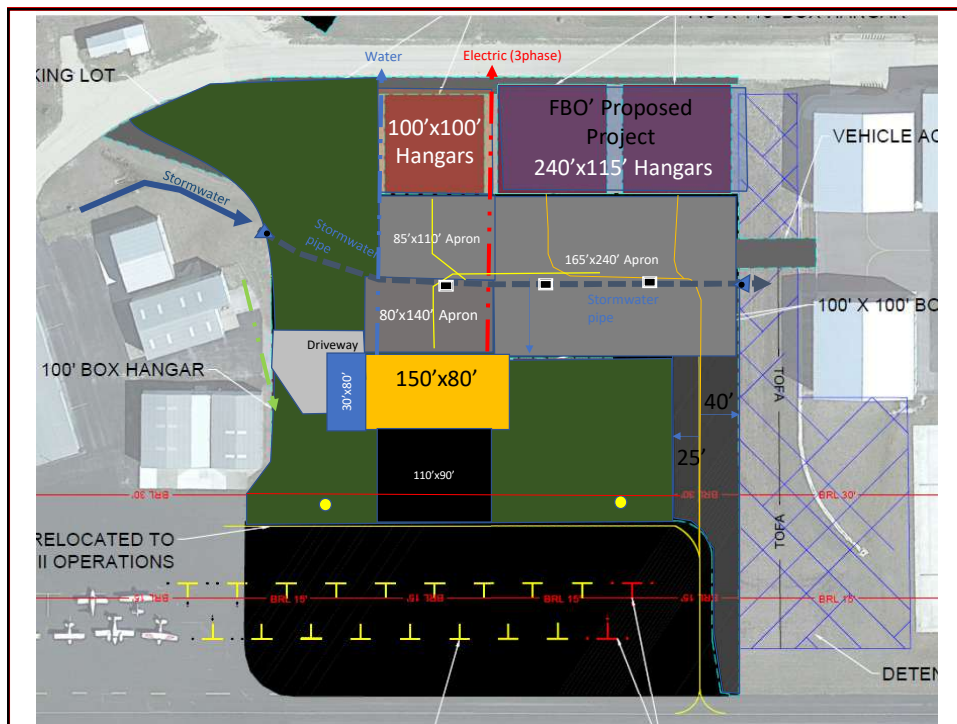
- Under dev'l agreement (6mths)
  - Current FY24 annual rate (\$.24 per sqft)
  - Deposit (50% of normal lease for 6mths) (nonrefundable)
    - Near C. Avery's hangar
    - 21,150 sqft \*.24
    - \$1,269 Deposit
- Est. lease Payment
  - (21,150sqft \*.24)/12months
  - \$423.00 monthly



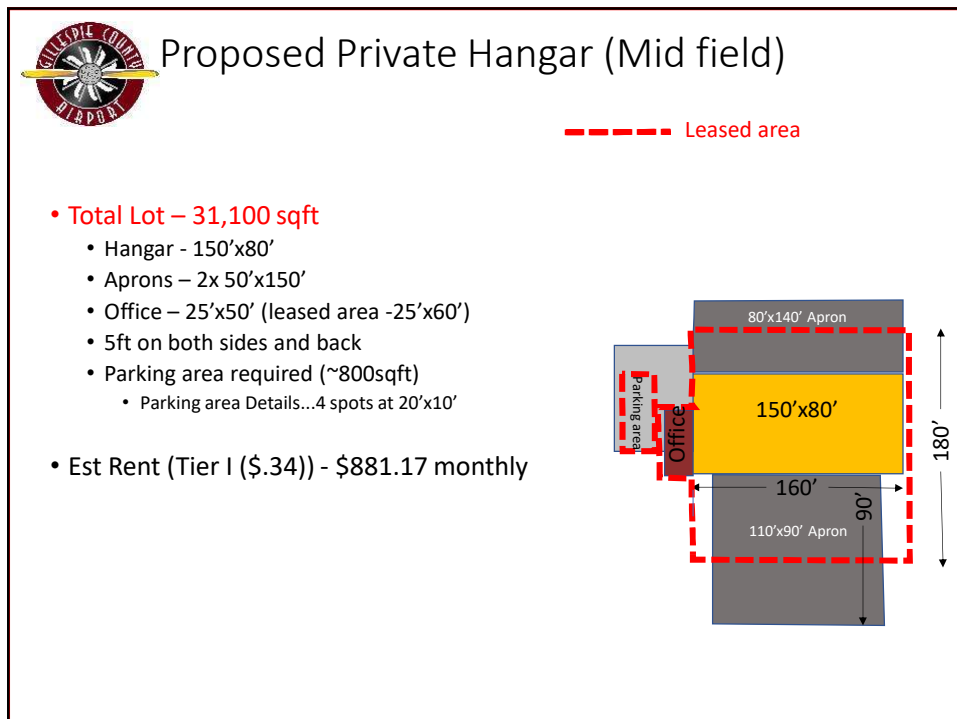
90'x235'

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New Business

## Item b.

# New AAB Charter

"...the County and the City will appoint a Commissioner/Council Member accordingly to act as liaison to their respective entities. These liaisons shall serve as an ex-officio, non-voting member of the board. Also, the Board will appoint 3 additional ex-officio, non-voting members. These non-voting members will be associated with the airport (i.e. an airport business owner, a private investor; an airport group representative, etc). One of the three position will be filled by the local EAA chapter's president. These appoints will be reviewed yearly by the Board for reappointment."

Appoint the 3 additional ex-officio, non-voting members

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New Business

## Item c.

# Policy document Update (info only)

1. MOS Rewrite
  - Clean-up
  - Relooking at hangar standards
  - Adding appendix C – "private development construction oversight"
    - Modeled after TXDOT oversights
2. R&R Rewrite

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## Pavement Project Comments

- Preliminary Eng Report Meeting
  - Jan 14
- Discussion summary
  - \$1.8M overbudget (w/out runway treatment)
  - TxDOT wants Garver to use correct pavement material
  - Phasing was looked at to minimize disruptions
  - AIG funds possible to help (runway treatment and ADGII mods)



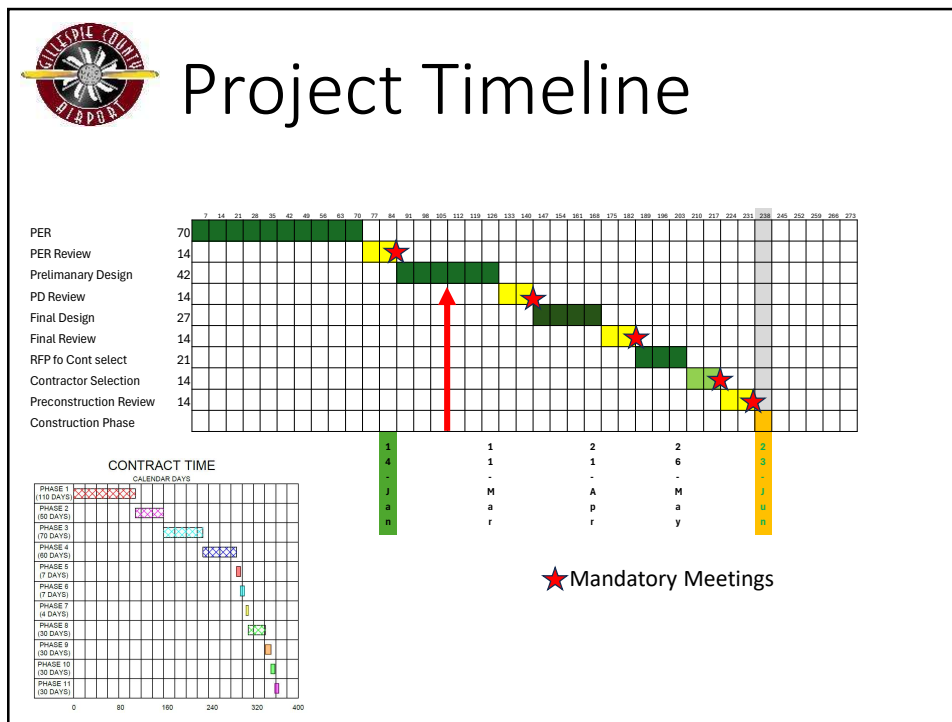


**Preliminary Engineering Report - Draft**  
Airport Pavement Rehabilitation  
R007 C04.00 - 04/05/2024



Prepared For  
**Gillespie County Airport (T82)**  
**TxDOT Aviation Division**  
December 11, 2024

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## Other CIP Projects

- Automated Weather Observing System Replacement
  - No updates
- Obstruction Survey
  - No update
- Drainage Study
  - Scope meeting Review (TXDOT, Garver and Lombardi)
    - Areas of concern
      - South development
      - North fuel pump grass area
      - Mid field detention pond
      - Out fall 1&2 – off airport
      - Fair grounds/Fair road contributions

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## AAB

- Old Business continue:
  - Architectural services – SKT
    - Proposals/fees
      - Full up construction plans - \$100K
    - Modified proposal - ~\$20K
      - Attendance at DRC meeting to address any development concerns with City Staff
      - Evaluation / verification of existing conditions
      - Entering the existing floor plan data into AutoCAD
      - Preparation of schematic/DD level documents illustrating the scale and relationship of Project components, to include:
        - Architectural site plan (with minor revisions if required)
        - Architectural floor plan (with minor revisions if required)
        - Roof Plan
        - Exterior Elevations of all 4 sides of the building
        - Exterior 3D model images of the proposed concept (generated using Sketchup).
    - Contacted our grant consultant for advice
  - EPCON developmental agreement (see below)
  - Legal services
    - Currently reviewing the development agreement


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## AAB

- Comments-EDC, and Board Members

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# Sales Tax

SALES TAX COMPARISON SUMMARY - FEBRUARY, 2025 (DECEMBER SALES)

CITY	% change month	% change ytd	COUNTY	% change month	% change ytd
Fredericksburg	11.05	4.00	Gillespie	13.42	3.56
Kernville	24.13	13.46	Kerr	20.25	9.00
Boerne	4.40	4.35	Kendall	6.34	5.03
Llano	13.14	14.50	Llano	14.99	15.06
Marble Falls	20.94	10.05	Burnet	21.98	12.47
Bandera	22.14	11.18	Bandera	22.03	8.87
Johnson City	24.24	3.47	Blanco	15.58	8.06
Brenham	32.83	14.48	Washington	23.47	8.56
New Braunfels	27.95	21.52	Comal	32.72	16.71
Rockport	13.20	9.12	Aransas	18.36	11.63
Corpus Christi	7.00	3.84	Nueces	7.39	4.06
Austin	6.74	1.41	Texas	9.57	3.54
San Antonio	10.95	4.81	Bexar	10.77	4.92
Houston	(20.39)	(11.63)	Harris	(11.83)	(6.45)
Dallas	(21.02)	(11.11)	Dallas	(1.43)	(0.26)
State (Cities)	8.73	4.68	State (Counties)	13.20	7.76

Shaded numbers are worse than ours.

DECEMBER SALES RECEIPTS

February Sales Tax Report

City of Fredericksburg

	2025	2024	2023	2022	2021
JAN	765,994	799,260	782,905	760,015	582,454
FEB	1,026,868	924,657	994,706	871,461	744,208
MAR	657,791	633,261	633,261	611,429	508,167
APR	699,382	636,485	636,485	533,476	438,755
MAY	900,460	822,646	822,646	853,994	757,207
JUN	780,056	715,407	715,407	675,353	668,869
JUL	733,786	738,475	738,475	699,245	667,080
AUG	766,115	703,432	703,432	760,554	799,227
SEP	757,497	730,795	730,795	666,961	661,403
OCT	702,427	675,110	675,110	692,563	623,790
NOV	782,296	735,976	735,976	731,885	771,224
DEC	816,124	744,887	744,887	751,235	649,465
Total	1,792,862	9,319,851	8,914,085	8,608,171	7,871,869

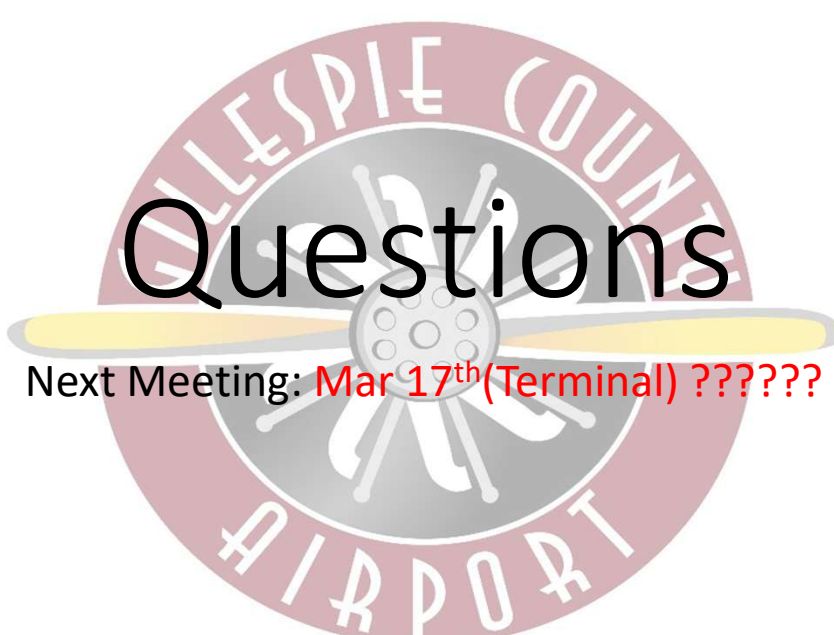
Fredericksburg  
Gillespie County  
Combined

Feb 25	Feb 24	Change	YTD 2025	YTD 2024	Change
1,026,868	924,657	11.05%	1,792,862	1,723,917	4.00%
483,853	426,591	13.42%	871,944	841,903	3.56%
1,510,721	1,351,248	11.80%	2,664,806	2,565,880	3.86%

Gillespie County

	2025	2024	2023	2022	2021
JAN	388,091	415,372	406,560	371,424	285,619
FEB	483,853	426,591	463,797	419,141	350,057
MAR	345,135	345,135	351,297	305,429	255,886
APR	362,273	346,599	346,599	285,134	225,110
MAY	433,012	404,469	404,469	401,106	345,729
JUN	399,611	341,416	341,416	354,750	334,243
JUL	373,955	390,850	390,850	364,652	336,528
AUG	382,714	359,245	359,245	355,111	364,353
SEP	356,504	455,706	455,706	312,832	308,778
OCT	330,808	328,640	328,640	321,054	282,563
NOV	377,516	372,394	372,394	369,574	371,347
DEC	413,035	375,629	375,629	361,348	326,905
Total	871,944	4,586,526	4,586,602	4,221,655	3,788,118

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# Questions

Next Meeting: Mar 17<sup>th</sup> (Terminal) ??????

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