

Minutes of the
 GILLESPIE COUNTY AIRPORT ADVISORY BOARD
 Monday, Mar 21, 2022
 @ County AgriLife Building

MEMBERS PRESENT:	STAFF PRESENT:	GUESTS PRESENT:
David Smith	Tony Lombardi, Manager	Ethan Crane
Paul Hannemann	Keith Kramer, County	Gwen Fullbrook
Keith Keller	Bobby Watson, City	Tim Lehmberg
Judie Mooney, EAA Rep		Tom Bierschwale
Chad Ellebracht		Nathan Polsgrove
Greg Snelgrove		Mark Cornett/Jacob Grant/Clint Hawn
		Tom&Dawn Duley
	Absent	Darren Flores
Steve Allen		Fletch Smith/Scott Fraser

CALL TO ORDER

The meeting was called to order at 1:30 PM by the Chairman, David Smith

APPROVAL OF MINUTES

Minutes of the regular Feb 22, 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
 - Phase II construction starts Mar 29th
 - T-6 Fly-in, 28-30 April
 - Grumman Owners & Pilots Association Fly-in, May 9-13, 2022 (50-60 aircraft)
 - Court Action – None
- T-hangars occupancy update. The AM stated that we are 100% full...waiting list is at 30
- Airport Status – the AM notified the board that everything is in the “green”, and he noted that the inop leading edge light on runway 32 has been replaced. Update: the new LED PAPIs were installed on Feb 24&25...no issues.

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

- Airport Development Update:
 - Active Private Projects

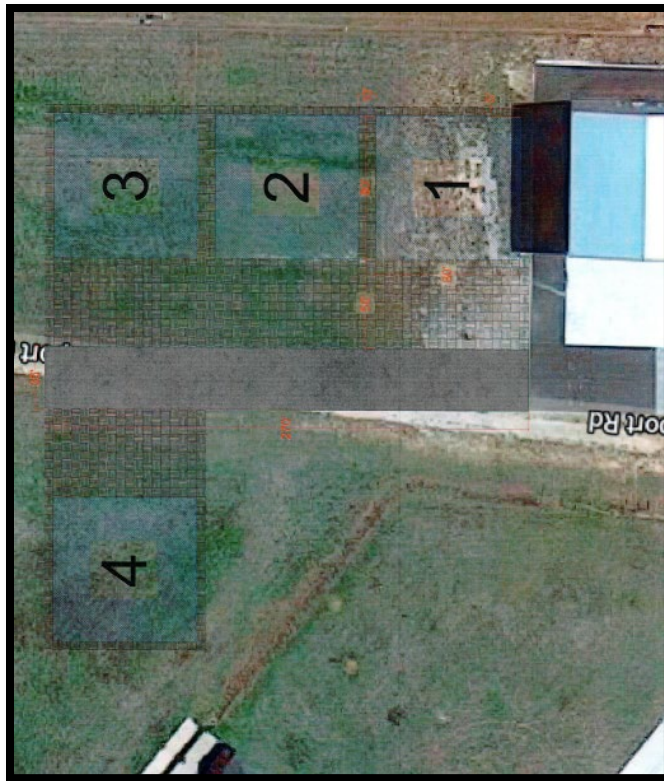
#	Developer	LOI Date Rev'd	Status	Comments
1	SSBT Expansion	09/15/21	Rec'd Approval by AAB (Oct '21)	Presented to the Judge on Oct 21 st . Under review by the Judge...Amend current lease vs Create a new lease?
2	Rhett Hawk Expansion	12/28/21	II	Response required by 01/18/23
3	FBO Expansion	02/02/22	II	
4	Darren Flores (Private Hangar)	02/18/22	II	
5	FLETCO (Private Hangar)	03/3/22	AAB	
6	224 BC LLC (25' expansion)	3/9/22	AAB	
7	224 BC LLC (~1.26 ac expansion)	3/9/22	AAB	

OPEN FLOOR

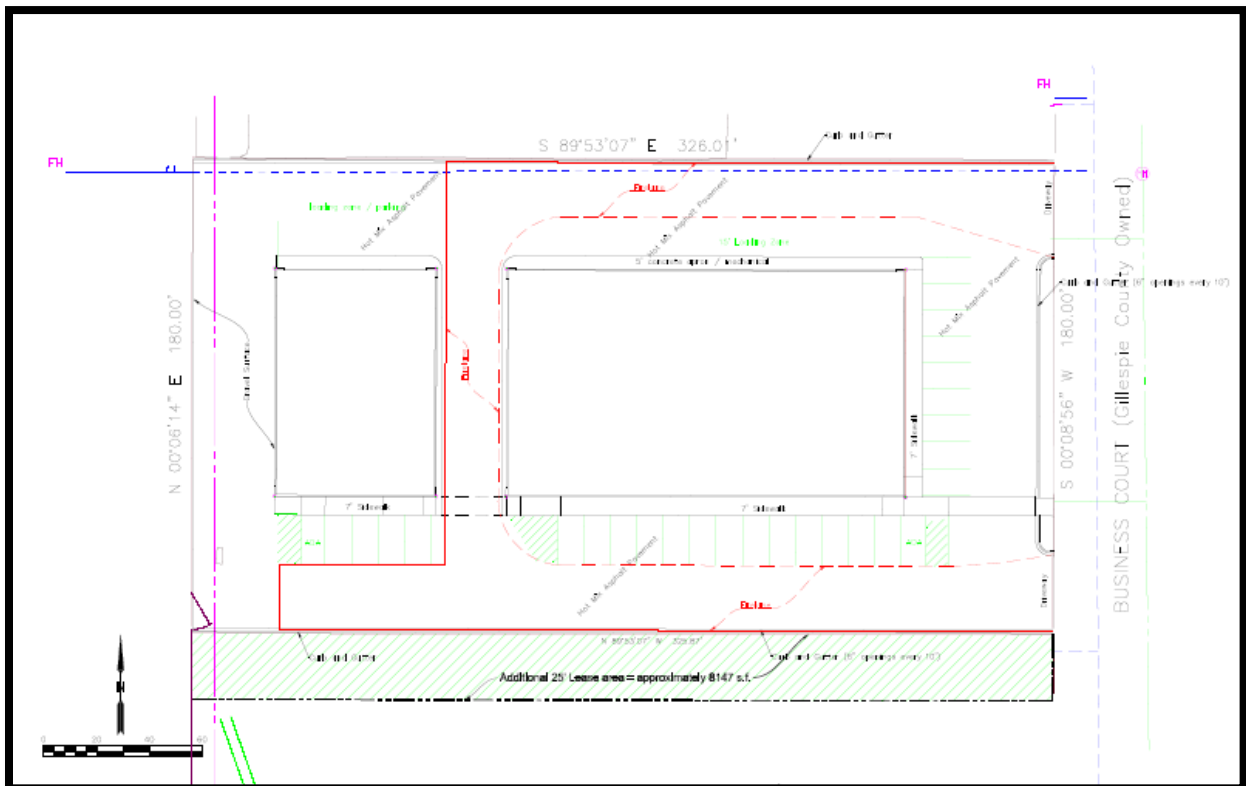
- Crosswind Update – Gwen reported that the WASP history exhibit that was held on March 1st thru Mar 10th was very successful. They had over 100 people visit the exhibit during the week.
- Texas Forest Service – Paul Hannemann provided a quick update for the Forest Service. The 3 SEATs and AirTac aircraft are flying often in support of area fires.
- Tac Aero - Tom Bierschwale reported that their maintenance shop is very busy.

NEW BUSINESS

- FLETCO LOI. Fletch Smith provided the board with a quick summary of his letter of interest. FLETCO wants to build a private hangar north of the Carruth hangar with the intent of sub-leasing or selling it. Furthermore, once the project is complete, FLETCO would like to build 3 additional hangars with the same intent. David Smith responded for the board...The board does not support speculative building projects. The consensus of the board was for FLETCO to reword their LOI and remove the reference to “speculative” or the selling of the hangar. With that said, “no action” was taken on the LOI.



- 224 Business Court LOI (1). Mark Cornett spoke for the 224 BC LLC group. They present the board with a request to expand their current ground lease by 25' to the south. This would add approximately 8,147 sqft to their lease land. The board unanimously recommended approval to take this action to Comm Court to amend the lease.



- 224 Business Court LOI (2). Once again, Mark Cornett spoke for the 224 BC LLC group. Mark told the board that they are approaching the 75% projected occupancy of the large warehouse and have received interest from multiple people for more space. Therefore, 224 BC LLC would like to expand their property ~1.26 acs to build more warehouses. The board complemented the 224 BC LLC group for the appearance of the new facility and look forward to their future projects. The board unanimously recommended moving to phase II on this proposal.



- Pavement Repair Quote–Alpha paving– The AM reviewed the updated quote to repair the pavement that is failing near the self-service pumps. The AM mentioned that there is enough money in the RAMP budget to cover the repairs. The board unanimously recommended approval to take this action to Comm Court for approval. The quote was for \$14,535. Following the quote vote, the AM and Greg Snelgrove mentioned that Garver is looking into adding the reconstruction of the north 70’ of the terminal ramp (the large jet taxilane) into phase II. It would be funded by the contingency funds for phase II.
- Added item (H.R. 3684-Infrastructure Investment and Jobs Act (IIJA) Discussion). Mr. Smith added this item. Mr. Smith solicited support from the board to work with Garver to try to get some of the grant funds for our projects. Mr. Smith plans on contacting the Garver representative who has been assigned to handle these congressional grants. In response to Mr. Smith request, the AM informed the board that he has already been working with TXDOT on the IIJA requirements.

OLD BUSINESS.

- CIP updates:
 - Phase II update. The AM told the board that the pre-construction meeting for phase II was held on March 8th. Cox Commercial received their “Notice to Proceed” (NTP) letter from TXDOT. Construction is scheduled to start on March 29th and should last for 150 days.
 - 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.

REPORTS

EAA report – Mrs. Mooney had nothing to report.

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

Tony Lombardi gave the board a quick review of the TXDOT aviation Conference. Tony mentioned that Dave Fulton attended the conference and spoke during the “Airport Manager’s Round-Table” meeting. Mr. Fulton mentioned that he is working with Senator Nichols to get dedicated funding for GA airports. This support Greg Snelgrove’s discuss last month.

Greg Snelgrove concluded the board’s discussion by suggesting to the board that we should hire an engineering firm to develop the infrastructure to support the development of the south area of the airport. This includes water, electric, sewer, storm water drainage and road access. Furthermore, Greg suggested that we should use the airport operating fund balance to phase develop the area (i.e. baby steps).

ADJOURNMENT (the open meeting concluded at 2:45pm). Our next meeting is Apr 18th.

Executive Session: Garver presented the board with an Airside alternatives/Charrettes 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>)



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A presentation slide titled 'Agenda'. In the top left corner is a circular logo for 'STEEPLE CHURCH AIRPORT' featuring a stylized sunburst or starburst design. The word 'Agenda' is written in a large, black, sans-serif font. Below the title is a numbered list of eight items:

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

- Feb's Minutes Approval – vote needed
- Airport Manager's Report
 - Event Update (*Italicized - Unconfirmed*)
 - T-6 Fly-in, 28-30 April
 - Grumman Owners & Pilots Association Fly-in, May 9-13, 2022 (50-60 aircraft)

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AAB

- Airport Manager's Report
 - Court Review –None.
 - T-Hangar Occupancy – 100% (30)
 - 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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6	224 Bus Crt LLC (25' expansion on south end)	03/9/22	AAB	
7	224 Bus Crt LLC (~1.26 acs south of current location)	03/9/22	AAB	
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AAB

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


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AAB

• **New Business–**

- FLETCO LOI



Letter of Intent

March 3, 2022

Fletco Properties, LLC
1302 East Main
Fredericksburg, TX 78624

Fletco Properties, LLC has prepared this Letter of Intent to set forth the basic terms and conditions upon which Fletco Properties, LLC would be willing to enter lease negotiations with regards to the below referenced premises.

Property: Lot N1, as described on the available lot list from the T82 website ([PowerPoint Presentation \(gillespiecounty.org\)](#)).

Lessee: Fletco Properties, LLC
1302 East Main
Fredericksburg, TX 78624


Lessor: Gillespie County Airport
217 Airport Rd.
Fredericksburg, TX 78624

Terms: Lessee proposes to construct a corporate/ private hangar on the Property. The proposed hangar will be constructed as a speculative property, with intentions of leasing or selling the hangar to a third party. Specifications of the hangar will meet or exceed the minimum operating standards provided by T82. Below are the basic specifications of the hangar, to be engineered, upon approval by the advisory board:

- Corporate Hangar
 - o Site preparation and pad build up
 - o 80' x 80' x 6" concrete foundation w/footings and tie beams
 - o 80' x 80' x 20' PEMB building
 - o 65'x16' HydroSwing door
 - o 1 conditioned ADA restroom
 - o 156 SF conditioned office/workshop (which may be modified upon request by third party lessee/purchaser)
 - o 200-amp service
 - o LED lighting
 - o Sewer and water connections
 - o Extending the taxiway 90' to specifications
 - o 50' asphaltic apron in front
 - o 5' asphaltic apron around 3 sides

1302 East Main Street Fredericksburg, TX 78624
Phone: (830) 992-3029 | Fax: (830)-992-3029 | david@FletcoConstruction.com | www.FletcoConstruction.com


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AAB

• **New Business–**

- FLETCO LOI pg2



- o Fuel Catchment System
- o Cleanup and seeding of disturbed areas

Lessee plans to build an additional 3 similar hangars, taking up lots N2, N3 and N5, when the hangar described herein is sold or leased, in succession. Lessee understands they will be responsible for submitting additional letters of intent for future hangars, as well as updating specifications per minimum operating standards, as required. Fletco Construction, LP, will be the general contractor over the project and will be responsible for answering any questions concerning the construction of the project.

Exclusivity: In consideration of the Lessee's offer the Lessor agrees not to market the property for lease, or enter into any agreement regarding the lease of the Property with any other prospective Lessee until, (a) a lease agreement is executed, (b) terms are disapproved by Lessor in writing, (c) Lessee withdraws interest in the lease and stops communication with the Lessor for 30 consecutive days, whichever is earlier.

This Letter of Intent does not constitute a formal and binding agreement. This Letter of Intent merely reflects the basic terms and conditions upon which the parties are willing to enter lease negotiations regarding the Property and is intended solely as the basis for the preparation of a lease agreement by the Lessee. Neither party shall have any obligation to consummate a final lease agreement or continue to negotiate in good faith until consummation of a final lease agreement. Only a fully executed lease agreement shall constitute a final and binding agreement between the parties. The terms and conditions set forth in this Letter of Intent shall be subject to modification, change or withdrawal without penalty.

We request your consent to the proposed terms within 30 days in order that we may proceed with preparing a purchase agreement or this letter will be revoked and a new LOI must be issued before terms can be considered.

Sincerely,
Fletco Properties, LLC


Fletch Smith, Owner

1302 East Main Street Fredericksburg, TX 78624
Phone: (830) 992-3029 | Fax: (830)-992-3029 | david@FletcoConstruction.com | www.FletcoConstruction.com

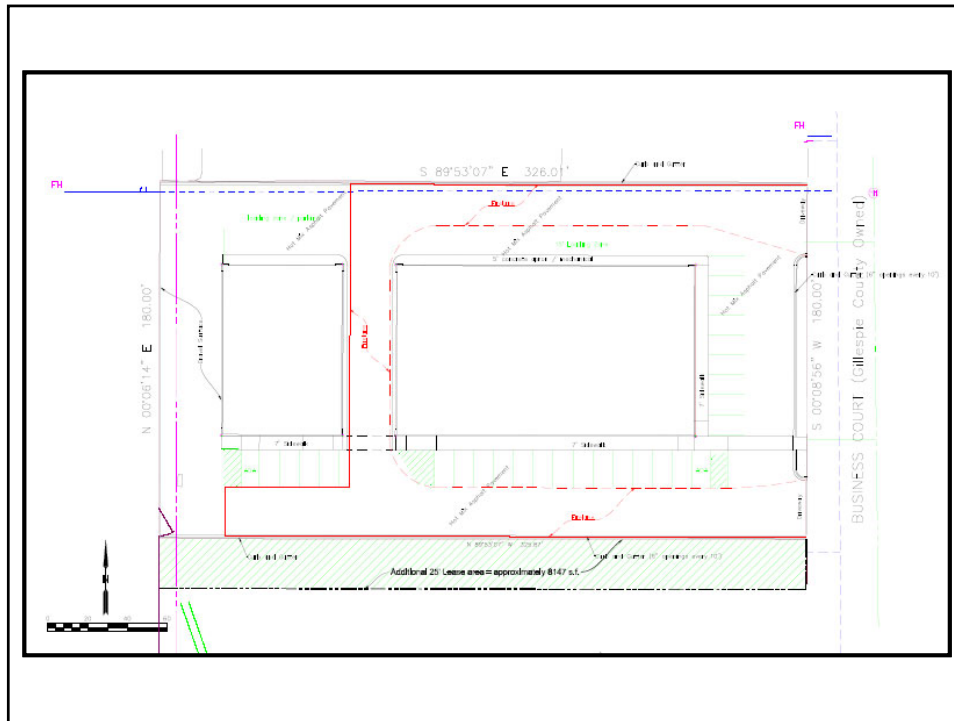
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 <p>AAB</p>	<p>March 9, 2022</p> <p>Airport Advisory Board Gillespie County Airport C/O Tony Lombardi, Airport (T82) Manager tlombardi@gillespiecountytv.org</p> <p>Re: Proposal to amend lease for 224 Business Court</p> <p>Dear Airport Advisory Board,</p> <p>224 Business Court, LLC is nearing completion of our office warehouse complex on Business Court. In our Phase 1 and Phase 2 process, we were limited in area to lease due to the unknown location and size of the airports storm water detention area. As this area has been defined by your consultant and is now under contract for construction, the available areas are better defined.</p> <p>We propose to amend our lease to extend the lease area 25 feet to the south of our current south line. The purpose and use of this lease expansion is to allow us to provide additional parking if the usage is warranted by the tenants. We have not yet finalized leases but are in process of signing up tenants. It is our desire to have occupancy approved by May 2022.</p> <p>I've attached an exhibit showing this request.</p> <p>If approved, we would prepare a revised legal description to be approved and amended into the lease documents. This would result in additional space being ground leased and more income for the airport operations. No additional terms or conditions are proposed on the lease amendment.</p> <p>Sincerely,</p> <p>224 Business Court, LLC</p> <p><i>Mark D. Cornett</i></p> <p>Mark Cornett Member</p> <p>Attachments: site plan exhibit with additional lease area</p>
<p>• New Business— • 224 BC LLC LOI</p>	

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AAB

- New Business–
- 224 BC LLC LOI

March 10, 2022

Airport Advisory Board
 Gillespie County Airport
 C/O Tony Lombardi, Airport (T82) Manager
Tlombardi@gillespiecounty.org

Re: Proposal to lease – approximately 1.26 acres in the Gillespie County Business Park (see attached location exhibit) Phase 1 request to the Airport Advisory Board

Dear Airport Advisory Board,

224 Business Ct, LLC is proposing to lease up to approximately 1.26 acres, situated south of the our developed 224 Business Court Office Warehouse and north of a future storm water detention pond, for the purpose of constructing an office warehouse to lease space to local businesses in need of that space. We are requesting a Phase 1 approval prior to moving forward with design of a site plan and meetings with DRC and survey. A local architect will assist as needed for building design/ building code issues.

Site utilities are available including City of Fredericksburg water and sanitary sewer. The site will drain into the adjacent vacant land, which is planned to be the airport storm water detention facility.

We will pay for site development of all on-site infrastructure. We desire to connect to the City's utilities and will pay their respective impact fees. We ask that the airport/County allow us to drain our developed tract to the south into the storm water detention facility.

We propose to use the standard lease term of 30 years with an option of renewal for further 20 years on such terms as may then be agreed between the parties.

We are soliciting feedback from potential tenants to determine how best to situate the building and spaces needed before determining the actual building size and parking needs.

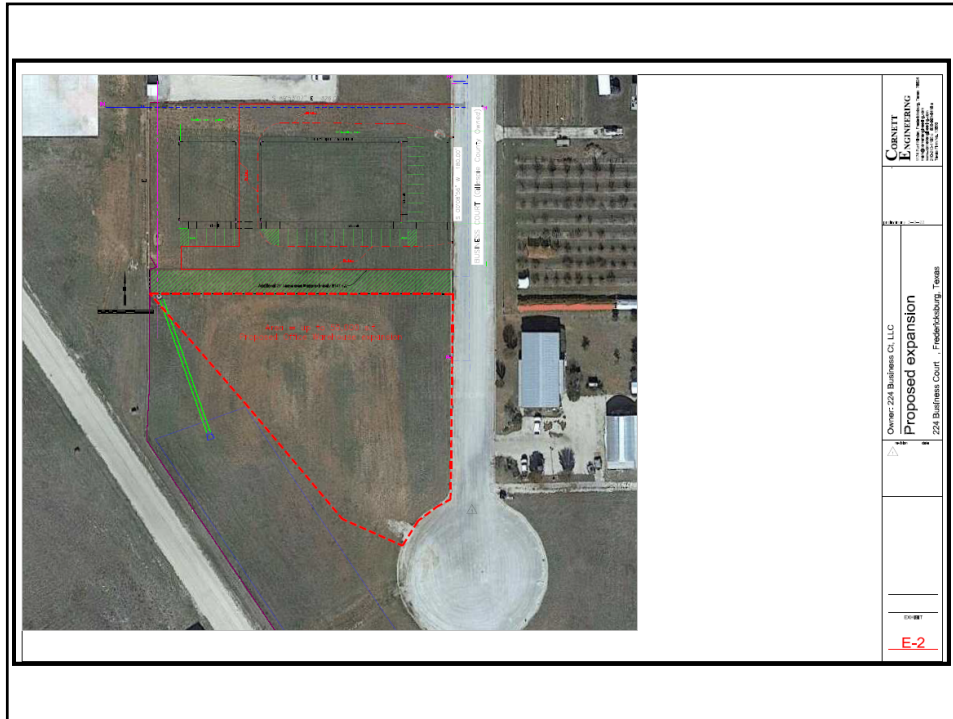
Please advise if you need further information to consider our proposal.

Sincerely

224 Business Ct., LLC
Mark D. Cornett
 Mark Cornett, Member

Attachments: Location map

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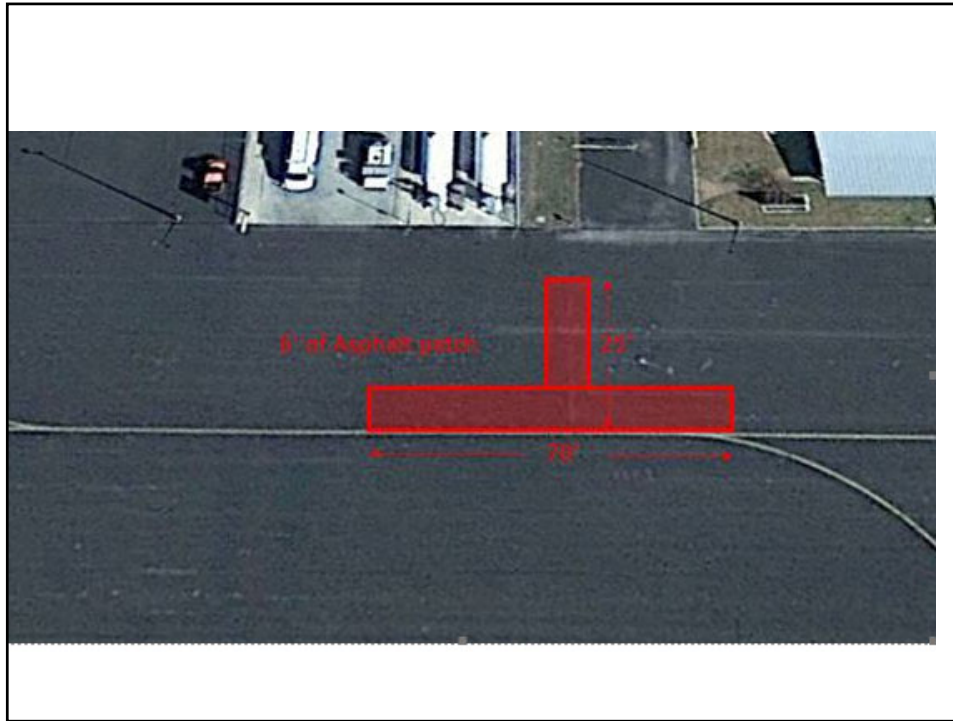


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AAB

- New Business Con't–
- Pavement Repair Quote–Alpha paving

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Remaining
RAMP Budget -
~\$19.5K

alpha paving
INDUSTRIES LLC

15 Roundville Lane, Round Rock, Texas 78664
Post Office Box 6565, Round Rock, Texas 78663
512.677.9001 | 512.677.9002 fax | www.alphapaving.com

COMMERCIAL | MUNICIPAL | AVIATION | INDUSTRIAL
PAVING - REPAIRS - SEALCOAT - STRIPING - CONCRETE - ADA

15 Roundville Lane, Round Rock, Texas 78664
Post Office Box 6565, Round Rock, Texas 78663
512.677.9001 | 512.677.9002 fax | www.alphapaving.com

COMMERCIAL | MUNICIPAL | AVIATION | INDUSTRIAL
PAVING - REPAIRS - SEALCOAT - STRIPING - CONCRETE - ADA

Date: 3/16/2022

Project: GILLESPIE COUNTY AIRPORT
Address: 191 AIRPORT ROAD, FREDERICKSBURG

Customer: GILLESPIE COUNTY AIRPORT
Contact: TONY LOMBARDO
Address:
Email:

PROPOSAL	Quantity	Unit Price	Total
6" FULL DEPTH ASPHALT REPAIRS <small>Remove, remove, and haul off damaged pavement in specified areas. Apply tack coat and repave with 6.0" of Asphalt in 2 lifts.</small>	850 SF	\$ 17.10 /SF	\$14,535.00
DUE TO THE VOLATILITY IN OIL PRICING, PROPOSAL ONLY VALID FOR 10 DAYS			
			Subtotal \$ 14,535.00
			Sales Tax \$ -
			Grand Total \$ 14,535.00

TAX STATUS: TAX EXEMPT
This project is classified as Tax Exempt. No sales tax will be charged to you upon receipt of a valid Texas Sales and Use Tax Exemption Certificate.







TERMS AND CONDITIONS: Alpha Paving Industries LLC will supply all labor, equipment, and materials for the proposed work unless specified above 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 provided upon written orders. We reserve the right to progress bid for work already completed. Alpha Paving will carry General Liability and Workers 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 not marked prior to start of work. Payment made after specified payment terms could result in late fees, account interest, and attorney's fees. Retainers 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.

Thank you for the opportunity to bid this work for you. Please let me know if you have any questions!


Rickey Arguljo
512-917-4101
rickey@alphapaving.com

Authorized Signature _____ Printed Name _____ Title _____ Date _____

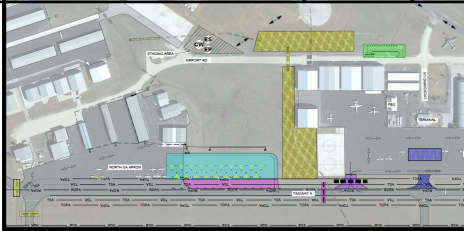







Need Roofing? Alpha Roofing can help! Award-winning • Professional • Experienced Visit us at www.alpharooftexas.com

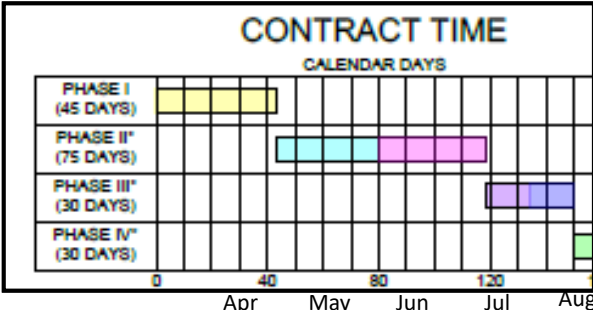
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AAB




- Old Business:
 - Capital Improvement Projects (CIP)
 - Phase II update T82
 - Pre-Construction meeting (Mar 8th) – NTP was issued
 - Est. start date - Mar 29th (150 days)



Phase	Duration (Days)	Start Date	End Date
PHASE I	45 DAYS	Apr 1	Apr 16
PHASE II*	75 DAYS	May 1	Jun 16
PHASE III*	30 DAYS	Jul 1	Jul 31
PHASE IV*	30 DAYS	Aug 1	Aug 31

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AAB

- Old Business:
 - Capital Improvement Projects (CIP)
 - Planning Study Update – During executive session
 - SSBT Expansion – No update
 - Falcon Aero Lease Renewal – No update

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AAB

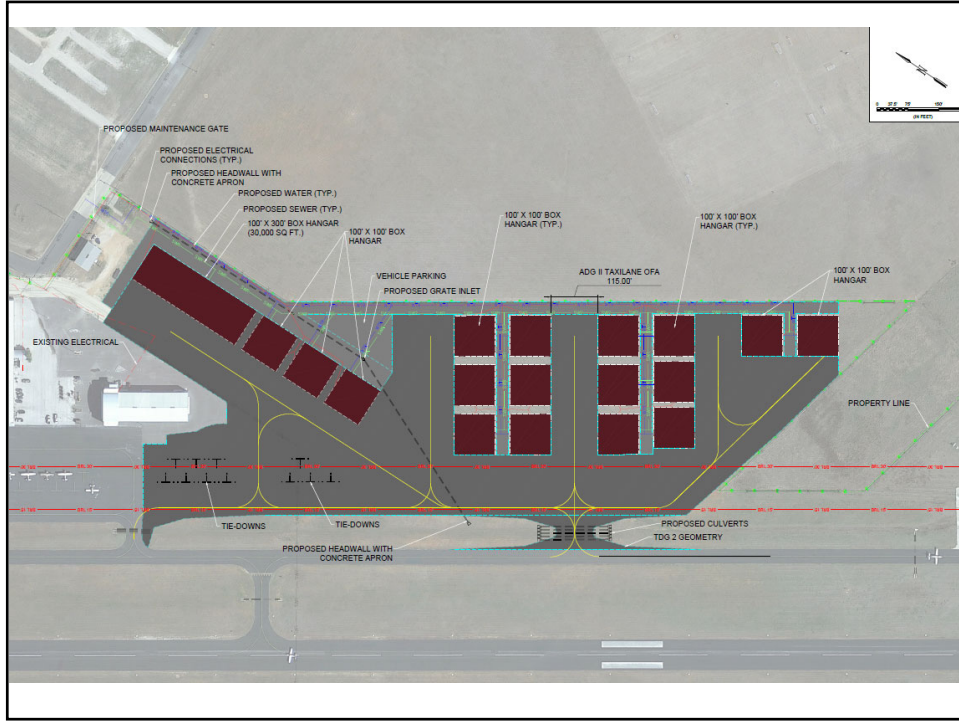
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- Comments-FBO, EDC, and Board Members

Executive Session

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