

Minutes of the  
 GILLESPIE COUNTY AIRPORT ADVISORY BOARD  
 Monday, Mar 18, 2024  
 @ Airport Terminal Building

MEMBERS PRESENT:	STAFF PRESENT:	GUESTS PRESENT:
Steve Allen	Tony Lombardi, Manager	Ethan Crane
Tim Lehmberg	Keith Kramer, County	Randall Fuchs
Kory Keller		Drew Liddell
Gwen Fullbrook		Dawn Duley
Dan Sechrist		
Chad Ellebracht		
Paul Hannemann		
Absent		
	Bobby Watson, City	

**CALL TO ORDER**

The meeting was called to order at 1:37 PM by the Chairman, Steve Allen

**APPROVAL OF MINUTES**

Minutes of the regular Feb 20, 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 29th – Jun 2nd – Swift Fly-in
    - Sept 21st – Jacob Brodbeck Day (1<sup>st</sup> flights)
    - Dec 21st – Santa Fly-in (1-3pm)
- Court Actions – On Feb 26th, the court approved the agreement between the Airport and Cornett Engineering, the quote for ITZ electric, the invoice for unlimited security invoice and the renewal of the airport insurance. On Mar 11th, the court approved tasks 1a and 1b from Cornett Engineering.
- T-hangars occupancy update. The Manager stated that the County T-hangars are 100% full...waiting list is at 32.

- 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 21 days remaining until the eclipse. He also mentioned that he has 48 reservations. Finally, he mentioned that the diner will sell pre-made sandwiches, chips and drinks, and he also mentioned that Crosswind Aviation has decided not to provide food for the visitors.

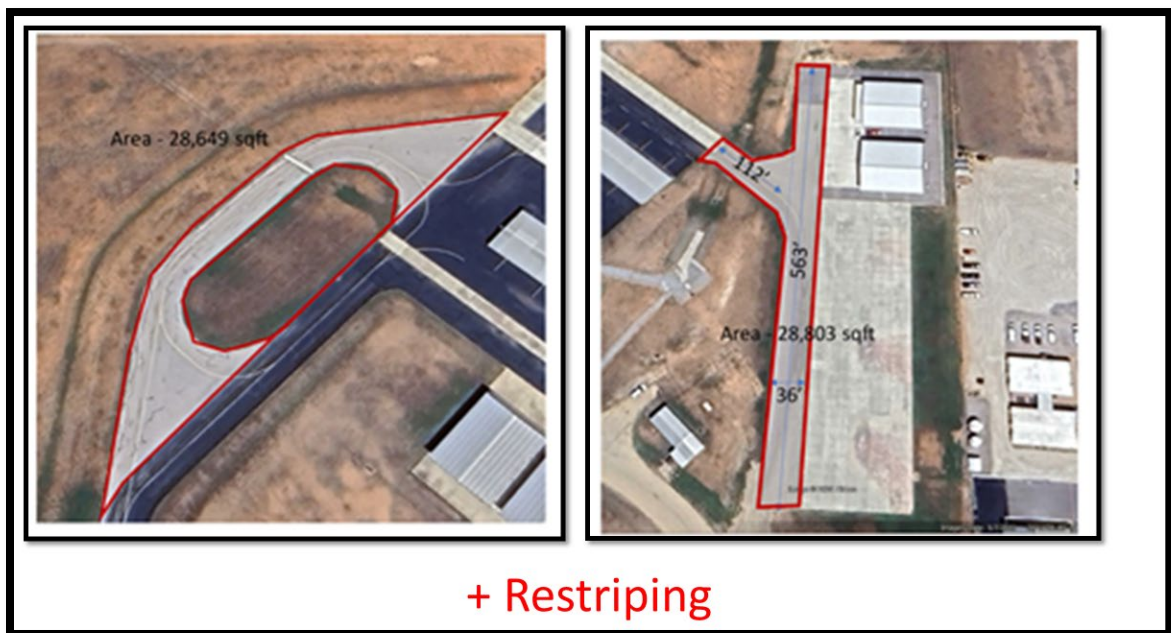
### OPEN FLOOR

- Crosswind Aviation – Gwen mentioned that they have 15 students currently flying.
- TFS – Randall mentioned that the air attack aircraft that deployed to T82 has been moved to San Angelo. No other deployed firefighting aircraft are at the airport.
- Rhett Hawk/Tac Aero – Dawn gave a quick update for both. She mentioned that Jacobra Aviation has moved out and mentioned that the Tac Aero fly-in has been pushed back.

### NEW BUSINESS

- Strategic Planning (Part 2). The Manager reviewed the AAB approved Vision Statement, Mission Statement and Core Values. He then presented the board with the draft Goal, Objectives and the Action plan.
  - Goals, “What we want to achieve”:
    - A developed airport that is safe, up-to date that also enhances community understanding and maximizes airport utilization.
    - Compliance with federal, state, and local laws regulating safety, security, environmental and airport operations.
    - A revenue system that is customer/tenant friendly while ensuring the airport is self-sufficient and private development is encouraged.
  - Strategy/Objectives - “How to achieve it”:

- Implementation, with continuous updates, of the Airport layout Plan (mini master plan)
- Constant evaluation of our rates and fees with respect to the “Fair Market” values and other similar airports
- Provide mentorship, advise, and support to local schools and groups to increase enthusiasm in the airport and aviation.
- Implementation of local procedures, community standards and “best practices” to ensure “day to day” operations are within standards.
- Action Plan – “What needs to be done”
  - Encourage airport tenants and business involvement with hosting/participating in community events to encourage interest in aviation and the airport.
  - Inspire airport tenants and business participation with the local schools to help with the development/expansion of the AOPA high school curriculum.
  - Continuous Review and Update of the Airport Rules and Regulations, and Minimum Standards
  - Update the “Rates and Fees” document every September (CPI update)
  - Update the airport action plan on an annual basis (Every January).
- The board unanimously approved all, with the exception that they wanted the manager to modify the objectives by putting action verbs at the beginning of the sentences.
- Quotes. The Manager presented the board with quotes for 2 separate projects.
  - 1<sup>st</sup> project (pavement rehab at the north end) Scope: crack seal and slurry.



- The manager provided the board with 2 quotes (alpha paving and sealcoat specialist). The board unanimously approved the project, and the quote from Sealcoat (for \$20,097.63) (lowest bid).
- 2nd project (relocation of the fence that is located south of Hwy 16).



- The manager provided the board with 2 quotes (Home and Ranch and Jakob Crenwelge). The board unanimously approved the project, and the quote from Home and Ranch (for \$10,535.45) (lowest bid), but Comm Kramer wanted the manager to get another quote because he said the Court would not accept the 2<sup>nd</sup> quote (from Jakob Crenwelge).

## OLD BUSINESS.

- CIP Update – The Manager gave a quick update on the pavement project. He mentioned that the RFQ deadline is Mar 28<sup>th</sup>. As for the obstacle clearance study (18B), the manager said that no progress has been made.
- Terminal Building Expansion – The Manager gave a quick update. He stated that he met with an architect from Mustard Design and requested a proposal for a conceptual design. The board also made it clear that they did not support creating rentable offices in the design.
- Project update (electricity to front) – The Manager mentioned that he was waiting on ITZ electric.

## REPORTS

EAA Report – Steve provided a quick update.

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 (3:00).** Next meeting is Apr 15<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
  - Feb 20<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
    - 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 2nd – Swift Fly-in
    - July 4<sup>th</sup> - Fireworks
    - Sept 21<sup>st</sup> – Jacob Brodbeck Day (1st flights)
    - Dec 21<sup>st</sup> – Santa Fly-in (1-3pm)

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# AAB

- Airport Manager’s Report
  - Court Review – On Feb 26th, the court approved the agreement between the Airport and Cornett Engineering, the quote for ITZ electric, the invoice for unlimited security invoice and the renewal of the airport insurance. On Mar 11<sup>th</sup>, the court approved the task 1a and 1b from Cornett Engineering.
  - T-Hangar Occupancy – 100% (32)
  - 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	FBO Expansion	02/02/22	IV	Construction Ext approved (Nov 13)
2	Darren Flores (Private Hangar)	02/18/22	IV	Construction Ext approved (Nov 13)

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

Update

- *Days until the Eclipse – 21 days*
- *Eclipse Update (Reservation list (48))*
- *Diner providing pre-packaged sandwiches/chips and a drink for a fee*
- *RAMP coordination meeting Mar 25<sup>th</sup> @10:30*

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 **Terminal Ramp**  
Parking Reservations



Google Earth  
Property: 081610712023 | 38°14'39.95"N, 98°04'26.37"W | elev: 1489 ft | eye alt: 2252 ft

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 **North Ramp**  
Parking Reservations



FBO Area  
Large Aircraft OPS

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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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A presentation slide with a dark background. On the right side, there is a large, stylized version of the Gillespie County Airport logo. On the left side, the text "Strategic Planning (Part 2)" is displayed in white, with "New Business" written below it in a smaller font. A small orange horizontal bar is located in the upper left corner of the slide area.

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## Review

Vision Statement: 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: 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 : Safety and Security first; Growth and Financial Strength ; Innovation with respect to our past; Community Friendly

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## Goals

“What we want to achieve”

- A developed airport that is safe, up-to date that also enhances community understanding and maximizes airport utilization.
  - Supports V, M & CV (1-4)
- Compliance with federal, state, and local laws regulating safety, security, environmental and airport operations.
  - Supports V, M & CV (1&2)
- A revenue system that is customer/tenant friendly while ensuring the airport is self-sufficient and private development is encouraged.
  - Supports V, M & CV (2&4)

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## Strategy/Objectives

### “How to achieve it”

- Implementation, with continuous updates of the Airport layout Plan (mini master plan)
  - Supports G1
- Constant evaluation of our rates and fees with respect to the “Fair Market” values and other similar airports
  - Supports G3
- Provide mentorship, advise, and support to local schools and groups to increase enthusiasm in the airport and aviation.
  - Support G1
- Implementation of local procedures, community standards and “best practices” to ensure “day to day” operations are within standards.
  - Supports G2

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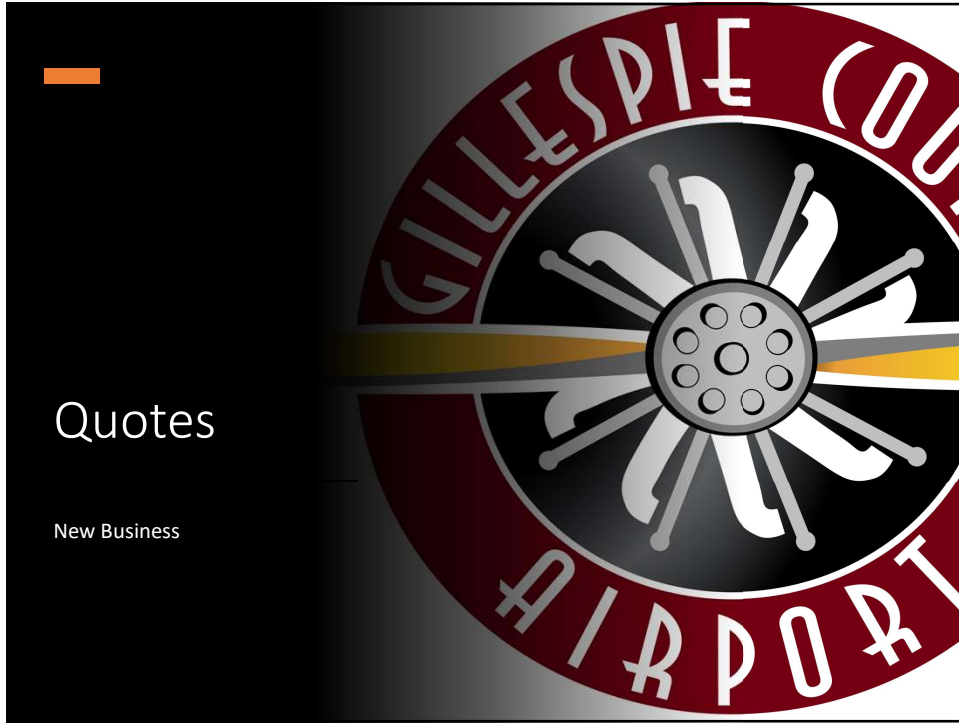


## Action Plan


### “What needs to be done”

- Encourage airport tenants and business involvement with hosting/participating in community events to encourage interest in aviation and the airport.
- Inspire airport tenants and business participation with the local schools to help with the development/expansion of the AOPA high school curriculum.
- Continuous Review and Update of the Airport Rules and Regulations, and Minimum Standards
- Update the “Rates and Fees” document every September (CPI update)
- Update the airport action plan on an annual basis (Every January).



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# 1. Pavement Rehab (RAMP)




+ Restriping

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**Alpha Paving Industries**  
15 Roundville Ln #100  
Round Rock, TX 78664  
(512) 677-9001

**Prepared By:** Landon Fullerton  
landon@alphapaving.com  
512-423-0987



**A PAVE AMERICA COMPANY**

**Prepared For:**  
Gillespie Air Services  
191 Airport Rd  
Fredericksburg, TX 78624


**Attention:**  
Gillespie Air Services


**Project Address:**  
Gillespie Air Services  
191 Airport Rd  
Fredericksburg, TX 78624

Dear Gillespie Air Services, thank you for the opportunity to provide you with this proposal. We look forward to answering any questions you may have and working with you on this project.

<b>CRACKFILL</b>	<b>\$5,880.00</b>
<i>Crackfill up to 7,350 linear feet of transverse and lateral asphalt pavement cracking.</i>	
<ul style="list-style-type: none"> <li>This work is performed by cleaning debris and grass from most of the 1/4" width to 1" width transverse and lateral pavement cracks and sealing most (not all) of them.</li> <li>Cracks under cars and 'alligatored', 'spider cracked' pavement will not be treated.</li> <li>We will only install up to the quantity specified above. If Purchaser requests additional crackfill over the above linear footage, work will be completed and Purchaser agrees to pay Contractor \$.65 per linear foot for additional crackfill.</li> </ul>	
<b>PREMIUM PAVEMENT SEALCOAT (TARC P-631)</b>	<b>\$11,907.97</b>
<i>We will install 57,452 sf of Premium Sealcoat</i>	
<ul style="list-style-type: none"> <li>Clean pavement with blowers/brooms and apply 2 coats of Premium Sealcoat.</li> <li>Work to be done in (1) PHASE. Each additional phase requested add \$2000.</li> <li>All sealcoat wears over time at varying rates depending on usage and traffic.</li> <li>Minor wearing / power steering marks can be expected in highest traffic areas</li> </ul>	
<b>STRIPING</b>	<b>\$2,363.05</b>
<ul style="list-style-type: none"> <li>We will layout and stripe affected yellow lines to existing configuration.</li> <li>This will include the yellow lines down the concrete swale between the two Sealcoat Sections.</li> <li>This includes 1 mobilization, additional mobilizations will incur a \$1775 charge.</li> <li>Excludes power washing or sandblasting of existing paint on curbs or pavement</li> <li>Cleaning of the site is not included prior to striping</li> </ul>	
<b>PROPOSAL TOTAL: \$20,151.02</b>	

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PO BOX 881  
NCSIAK, TX 78225  
www.sealcoatpecialists.com

**Estimate**

ADDRESS: Gillespie County Airport  
217 Airport Loop  
Fredericksburg, TX 78624

ESTIMATE DATE: 3773  
03/04/2024

JOB NAME: Gillespie County Airport

DESCRIPTION	AMOUNT
<i>This price is for Area #1 (TF Taxiway) on email from Tony on 2/20/24</i>	
Hot Crackfill	9,710.71
<ul style="list-style-type: none"> <li>Cracksealing - Non-Routering</li> <li>- Clean void of all dirt and debris.</li> <li>- Includes cracks 1/4" - 1" in width, not in alligatored areas of pavement.</li> <li>- Install hot rubberized joint sealer.</li> </ul>	
Sealcoat	
<ul style="list-style-type: none"> <li>Sealcoat - FAA Coal Tar Sealer Spray/Spray</li> <li>- Pavement will be cleaned of all loose debris prior to seal application (25,228 SF)</li> <li>- Oil spots will be primed prior to sealcoat; however there is no guarantee of sealcoat adhesion to these areas.</li> <li>- Apply two coats of sealer using spray/spray application.</li> <li>- Areas will be barricaded for 24 hours after sealer is applied.</li> </ul>	
<i>This price is for Area #2 (Coffee mug handle) on email from Tony on 2/20/24</i>	
Hot Crackfill	10,386.92
<ul style="list-style-type: none"> <li>Cracksealing - Non-Routering</li> <li>- Clean void of all dirt and debris.</li> <li>- Includes cracks 1/4" - 1" in width, not in alligatored areas of pavement.</li> <li>- Install hot rubberized joint sealer.</li> </ul>	
Sealcoat	
<ul style="list-style-type: none"> <li>Sealcoat - FAA Coal Tar Sealer Spray/Spray</li> <li>- Pavement will be cleaned of all loose debris prior to seal application (27,334 SF)</li> <li>- Oil spots will be primed prior to sealcoat; however there is no guarantee of sealcoat adhesion to these areas.</li> <li>- Apply two coats of sealer using spray/spray application.</li> <li>- Areas will be barricaded for 24 hours after sealer is applied.</li> </ul>	
<p>Proposal may be withdrawn if not accepted in 90 days. Material draw of 40% may be required prior to the start of the project. If needed, material draw will be deducted from the final billing and remaining balance will be due upon date of completion. By accepting this proposal below, you agree to all terms and work stated above.</p>	
SUBTOTAL	20,097.63
TAX	0.00
<b>TOTAL</b>	<b>\$20,097.63</b>


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## 2. Fence Relocation (RAMP)



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**Estimate**

Date	Estimate #
1/16/2024	4350

Home & Ranch Improvements, Inc.  
211 Shorty Crenwelge Rd  
Fredericksburg, TX 78624

Name / Address  
Giles County Airport  
Tony Lombardi


Item	Description	Cost
Labor	Labor to build 996' of 6 strand barb wire fence *Includes labor to tear down 834' of existing fence and salvage 1 post *2 7/8" schedule 40 galvanized pipe posts set 6' deep in concrete (14" diameter post hole) *2 3/8" schedule 40 galvanized pipe line posts every 100'-set 4' deep in concrete (9" diameter post hole) *2 3/8" schedule 40 galvanized pipe bracing welded in between pipe posts *6 1/2" heavy gauge galvanized t-posts every 10' (we will reuse 1 post from existing fence) *6-strand Stay Tuff high tensile barb wire *All pipe posts will be capped using pre-cast steel galvanized pipe caps *All waste will be cleaned and top coated using 90 percent zinc top coating *Includes underground utility line locate *Includes removal and disposal of old fence materials *Includes spreading or hosing off dirt from post holes	7,800.00
Materials	Materials to complete job	2,735.45

Thank you. Please call or e-mail with any questions or to be added to the schedule.

<b>Sales Tax (6.75%)</b>	\$0.00
<b>Total</b>	<b>\$10,535.45</b>

Phone #	Fax #	E-mail
830-990-1700		homeandranchinc@earthlink.net

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Jakob Crenwielge  
835 Wilhelm Rd  
FBC. ZX 78024

Fence quote

Materials	\$ 3,250.00
Labor	\$ 8,500.00
Total	\$ 11,750.00

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## AAB

Garver  
Woolpert  
Centurion  
Strand  
KSA

- Old Business:
  - CIP
    - Pavement Project
      - RFQ deadline is Mar 28<sup>th</sup>
        - Selection Committee meeting Apr1-3
          - Allen, Lehmborg, Sechrist, Keller and Kramer
    - Airspace Survey

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# AAB

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

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# FBO Fuel Sales

AvGas - Gals	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
Gillespie Air Services @ Retail	9,092	10,905											
Net Total AvGas Market T62	9,092	10,905											
Total Market, Same Month, Prior Yr	8,905	8,396	12,037	12,295	11,689	12,375	11,745	12,400	12,227	11,398	11,489	10,766	136,642
Percent Growth (Decline)	1%	30%											
Cumulative YTD - This Year	9,092	19,998											
Last Year	8,905	17,391	29,366	41,663	53,372	65,747	77,492	89,892	102,120	113,388	124,879	135,542	
Percent Growth (Decline)	1%	13%											
% Total by Month:	23.4%	25.9%											
<b>Jet A - Gals</b>													
Gillespie Air Services @ Retail	29,628	31,396											
Net Total Jet A Market T62	29,628	31,396											
Total Market, Same Month, Prior Yr	27,603	18,758	29,122	32,634	27,424	27,410	34,380	46,414	36,422	33,798	49,909	31,503	362,105
Percent Growth (Decline)	32%	67%											
Cumulative YTD - This Year	29,628	61,224											
Last Year	22,603	41,372	70,494	103,128	130,552	157,962	192,349	240,763	277,185	310,893	360,802	392,105	
Percent Growth (Decline)	32%	48%											
% Tot by Month:	76.6%	74.2%											
<b>Total Fuels</b>													
Total Fuels Market T62 - Gals	38,920	42,301											
Total Market, Same Month, Prior Yr	31,508	27,154	41,156	44,930	39,113	39,785	46,132	60,814	48,650	44,976	61,398	42,668	527,747
Percent Growth (Decline)	23%	56%											
Cumulative YTD - This Year	38,920	81,221											
Last Year	31,509	58,723	99,892	144,811	183,524	223,709	269,841	330,655	379,305	424,281	485,679	527,747	
Percent Growth (Decline)	23%	38%											
<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				99,892		123,827			155,596			148,442	527,747

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# Sales Tax

## JANUARY SALES RECEIPTS

March 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	964,706	871,461	744,205	665,853
MAR	657,791	633,291	611,429	508,167	429,139
APR		636,485	533,476	438,755	425,288
MAY		822,646	853,994	757,207	490,712
JUN		715,407	675,353	668,869	382,056
JUL		738,475	699,245	667,080	529,675
AUG		703,432	760,554	799,227	611,944
SEP		730,795	666,981	661,403	521,608
OCT		675,110	692,563	623,790	498,530
NOV		735,976	731,885	771,224	608,105
DEC		744,887	751,235	649,485	563,276
<b>Total</b>	<b>2,381,708</b>	<b>8,914,085</b>	<b>8,608,171</b>	<b>7,871,869</b>	<b>6,200,529</b>

	Mar 24	Mar 23	Change	YTD 2024	YTD 2023	Change
Fredericksburg	657,791	633,291	3.87%	2,381,708	2,410,872	-1.21%
Gillespie County	345,135	351,297	-1.75%	1,187,098	1,211,654	-2.03%
<b>Combined</b>	<b>1,002,926</b>	<b>984,558</b>	<b>1.87%</b>	<b>3,568,806</b>	<b>3,622,526</b>	<b>-1.48%</b>

**Gillespie County**

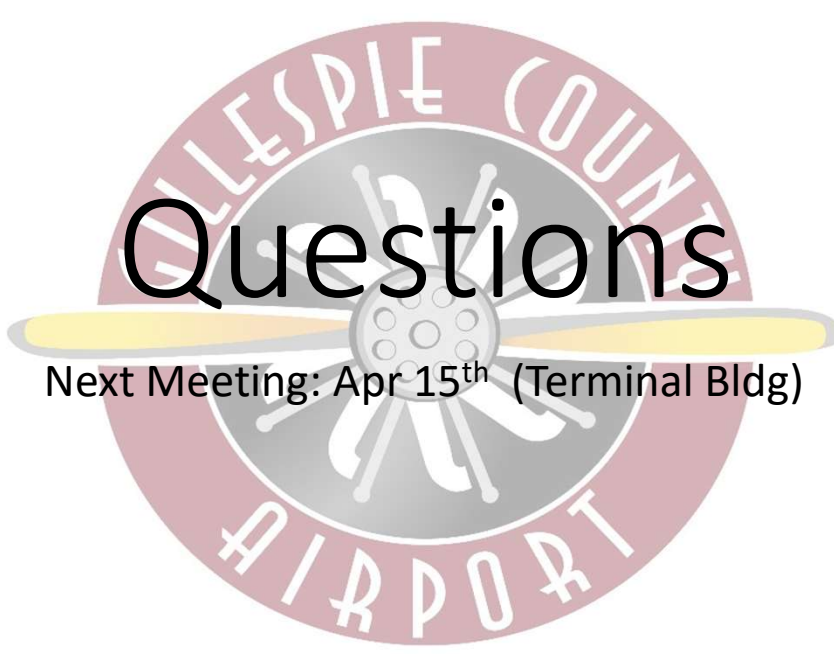
	2024	2023	2022	2021	2020
JAN	415,372	405,560	371,424	205,619	233,548
FEB	426,591	453,797	419,141	350,057	312,136
MAR	345,135	351,297	305,429	255,886	215,472
APR		346,599	285,134	225,110	203,997
MAY		404,469	401,006	345,729	240,979
JUN		341,416	354,750	334,243	275,445
JUL		390,850	364,652	338,528	257,390
AUG		359,245	355,111	364,353	279,127
SEP		455,706	312,932	308,778	235,235
OCT		328,640	321,054	382,563	233,242
NOV		372,394	369,574	371,347	307,691
DEC		375,629	361,348	326,905	286,568
<b>Total</b>	<b>1,187,098</b>	<b>4,596,602</b>	<b>4,221,655</b>	<b>3,789,118</b>	<b>3,080,830</b>

**SALES TAX COMPARISON SUMMARY - MARCH, 2024 (JANUARY SALES)**

CITY	% change month	% change ytd	COUNTY	% change month	% change ytd
Fredericksburg	3.87	(1.21)	Gillespie	(1.75)	(2.03)
Kernville	(3.61)	(4.40)	Kerr	(2.27)	(0.92)
Boerne	11.14	13.63	Kendall	4.80	9.16
Llano	9.75	1.87	Llano	9.96	2.22
Marble Falls	6.15	0.99	Burnet	4.48	3.24
Bandera	10.74	4.38	Bandera	(5.23)	(0.65)
Johnson City	2.90	12.78	Blanco	3.80	7.87
Brenham	2.82	8.84	Washington	(5.19)	(2.46)
New Braunfels	4.03	(8.29)	Comal	1.94	3.31
Rockport	(3.41)	0.03	Aransas	(4.02)	0.41
Corpus Christi	3.48	3.62	Nueces	3.02	3.68
Austin	(3.18)	(0.13)	Travis	(2.86)	(0.10)
San Antonio	6.01	2.51	Bexar	5.01	2.07
Houston	(2.47)	(1.61)	Harris	(1.88)	(1.18)
Dallas	(40.55)	1.79	Dallas	(11.98)	0.15
State (Cities)	(1.72)	0.89	State (Counties)	2.53	0.99

Shaded numbers are worse than ours.

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# Questions

Next Meeting: Apr 15<sup>th</sup> (Terminal Bldg)

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