

Minutes of the
GILLESPIE COUNTY AIRPORT ADVISORY BOARD
Monday, May 18, 2020

MEMBERS PRESENT:	STAFF PRESENT:	GUESTS PRESENT:
Mike Roberts	Tony Lombardi, Manager	Ethan Crane
David Smith	Dennis Neffendorf	
Gary Stehling	Bobby Watson	
Bob Hickerson		
Judie Mooney, EAA Rep		
Steve Allen		
Tim Lehmborg		
Absent		

CALL TO ORDER

The meeting was called to order at 1:30 PM by the Chairman, Mike Roberts

APPROVAL OF MINUTES

Minutes of the regular Mar 16, 2020 meeting and the Notes for Apr 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.
 - Events:
 - July 4th Firework Observation (6pm-10pm). *This could be canceled due to COVID 19*
 - BirdDog – 15-18 Sept (30-50 Aircraft)
 - EAA Airport Day – 3 Oct
 - TX V-tails formation training – 6-8 Nov
 - Aviation Career Day, sponsored by Crosswind-Nov 10th – *Judie Mooney mentioned that this event could be canceled due to COVID 19*
 - Santa Fly-in, sponsored by Crosswind – 19 Dec
 - Court Action – Commissioner's Court approved a 3-month extension for the TX A&M AgriLife lease.
- The County T hangars occupancy update. The AM stated that we are 100% full...waiting list is at 16

NEW BUSINESS

- Budget Report (FY2021 due June 1st) – The AM reviewed the FY 2021 Airport Budget Expenses. The Proposed expenses were approved by the Board. Mr. Smith wanted a review of the revenue and investment, which was sent out to all board members.

- RAMP Project (Quote for Crack Seal and Slurry) – The AM reviewed a quote from Alpha Paving on the crack seal and slurry for the north t-hangar ramp. The board unanimously recommended approval for the project. Total cost \$28, 988.00. This is a high priority for the board.

OLD BUSINESS.

- CIP phase II update. The AM reviewed the recent activity associated with the phase II project
 - Consultant selection – Officially released on April 13th
 - Pre-scope Meeting with Garver and TXDOT– April 21st
 - Fee Proposal submitted from Garver to TXDOT– sent to TXDOT on May 6th
 - **Next task** – Garver will create a PER (Preliminary Engineering Report)
- Airport Zoning. The AM gave an update. The City has approved the appointment of 2 members (Gary Neffendorf and Bobby Watson).
- RAMP Projects – The AM gave an update on the Airport sign project and the fence project:
 - F&W received the signs for the airport and conducted a site survey on May 18th. The project should start this week.
 - Fence update – Material has been ordered.
- Overflow parking options (South of the terminal ramp)- The AM reviewed the AKCO quote. It is the consensus of the board to wait until after phase II is complete and reassess. There will be a lot of excess dirt to be moved during phase II, and we might be able to use it to help level the area.

REPORTS

COVID 19 update – The AM updated the board on the status of the County. The terminal building remains locked, except the south side door to access the restrooms. The AM also updated the board on the possibility of receiving some CARES Act funds.

EAA report – Mrs. Mooney gave an update on the EAA Ray Aviation scholarship.

Dave Smith reviewed the Apr fuel sales and spoke of the effects of the Coronavirus on the FBO and GA. Tim Lehmborg reviewed the sale tax reports for the City and County.


ADJOURNMENT (2:40 pm) and next our next meeting is Jun 15th.

Attached Slides

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 of the Mar 16, 2020 meeting
3. Airport Manager's Report
4. New Business
5. Old Business
6. EAA report/update/comments
7. Comments-FBO, EDC, Board, Crosswind, Visitors
8. Adjourn

2



AAB

- March’s Minutes Approval – vote needed
(Questions on April’s Notes)
- Airport Manager’s Report
 - Event Update
 - July 4th Firework Observation (6pm-10pm)
 - BirdDog – 15-18 Sept (30-50 Aircraft)
 - EAA Airport Day – 3 Oct
 - TX V-tails formation training – 6-8 Nov
 - Aviation Career Day, sponsored by Crosswind-Nov 10th
 - Santa Fly-in, sponsored by Crosswind – 19 Dec
 - Court Review – on Apr 27th, CC approved a 3-month extension on TX AM AgriLife’s current lease
 - T Hangar Occupancy – 100% (16)
- New Business
 - Budget Report (FY2021 due June 1st)

3



CIP Review/Update

AVIATION CAPITAL IMPROVEMENT PROGRAM - 2020 -- 2026

	Project	Total Cost	Fed/State	Local	FY
1	Phase II	\$2,221,400	\$1,999,260	\$222,140	2020
2	Planning Study	\$170k-\$250K		\$17k-\$25K	2021
3	Pavement Rehab (State Program)	\$1,560,000	\$1,404,000	\$156,000	2022
4	Land Repayment	\$680,000	\$612,000	\$68,000	23-26

4

FUND ACCOUNT	ACCOUNT DESCRIPTION	ACTUAL 09-30-2018	ACTUAL 09-30-2019	ACTUAL 04-30-2020	FY20 ADOPTED	FY21 BUDGET REQUEST	Comments
5910	FEDERAL GRANT IMPROVEMENTS	284,155.89	.00	.00	2,332,470.00	250,000.00	CIP
7010	GENERAL FUND	.00	.00	.00	.00	.00	
7072	AIRPORT OPERATING FUND	.00	.00	.00	.00	.00	
4301	POSTAL EXPENSES	91.26	345.52	.00	100.00	100.00	
4309	OTHER / OFC SUP	930.86	496.70	610.59	1,000.00	1,000.00	ink/paper, etc
.4401	FUEL & OIL	895.08	1,262.83	116.45	1,500.00	1,500.00	

5

FUND ACCOUNT	ACCOUNT DESCRIPTION	ACTUAL 09-30-2018	ACTUAL 09-30-2019	ACTUAL 04-30-2020	FY20 ADOPTED	FY21 BUDGET REQUEST	Comments
4409	OTHER / OPER SUP	3,162.27	8,064.62	1,039.74	10,000.00	10,000.00	Non RAMP maintenance items
4501	BUILDINGS	21.57	370.85	.00	5,000.00	5,000.00	Contingency for AC failure a other issues
4502	OFFICE EQUIPMENT	.00	.00	.00	2,000.00	3,000.00	Contingency for computer failure
4503	AUTOMOTIVE/ROAD EQUIPMENT	1,054.18	3,191.82	606.66	3,000.00	3,000.00	contingency for Truck and tractor, etc
4509	OTHER / R&M SUP	72,756.50	40,655.36	5,596.97	100,000.00	100,000.00	\$40KHydrants/Papi LEDs/lights
4703	ENGINEERING/ARCHITECT SERV	775.00	.00	.00	15,000.00	15,000.00	SWPPP re-eval
4709	OTHER / PROF SERV	3,750.00	9,017.00	300.00	2,500.00	2,500.00	Surveying


6

FUND ACCOUNT	ACCOUNT DESCRIPTION	ACTUAL 09-30-2018	ACTUAL 09-30-2019	ACTUAL 04-30-2020	FY20 ADOPTED	FY21 BUDGET REQUEST	Comments
4801	TELEPHONE	4,369.10	5,347.74	2,945.21	5,500.00	5,500.00	
4902	CONFERENCE/ TRAVEL EXPENSES	1,709.23	936.66	200.00	1,500.00	1,500.00	TXDOT and local meetings
5001	ADS & LEGAL NOTICES	177.75	.00	.00	400.00	200.00	
5201	ELECTRICITY/ WATER	8,201.93	11,025.91	6,378.44	9,000.00	12,000.00	
5603	INSURANCE	1,145.00	1,306.00	.00	1,500.00	1,500.00	
5609	OTHER / MISC SERV	4,236.50	4,255.07	4,204.20	6,375.00	7,300.00	15% increase in Property taxes

7

FUND ACCOUNT	ACCOUNT DESCRIPTION	ACTUAL 09-30-2018	ACTUAL 09-30-2019	ACTUAL 04-30-2020	FY20 ADOPTED	FY21 BUDGET REQUEST	Comments
5709	OTHER	674,433.37	.00	.00	.00	.00	
5808	AIRPORT BUILDINGS	.00	.00	.00	10,000.00	.00	
5809	OTHER / IMPROVEMENTS	18,510.00	3,854.12	.00	.00	.00	
5909	OTHER	.00	35,152.91	.00	233,247.00	25,000.00	Planning Study Sponsor's share
6009	OTHER / M&E	.00	19,150.00	.00	.00	.00	
		796,219.60	144,433.11	21,998.26	407,622.00	194,100.00	
	(minus CIP)	121,786.23	144,433.11	21,998.26	174,375.00	169,100.00	


8



RAMP (Current year)

#	Item	Cost	Sponsor Cost	50000	executed/funded or planned
1	Misc Mx cost	\$10,000.00	\$5,000.00	\$45,000.00	Planned
2	Crack seal all aprons & Slurry around Fritz' hangar	\$28,998.00	\$14,499.00	\$30,501.00	Pending Approval
3	LED Runway/Taxi Info signs (3 signs inop)	\$25,000.00	\$12,500.00	\$18,001.00	Pending Execution
4	Fence around beacon	\$5,069.58	\$2,534.79	\$15,466.21	Pending Execution
5	AWOS Contract 2021	\$6,000.00	\$3,000.00	\$12,466.21	Must Pay

9



RAMP (Next year)

#	Item	Cost	Sponsor Cost	50000	executed/funded or planned
1	Misc Mx cost	\$10,000.00	\$5,000.00	\$45,000.00	Planned
2	AWOS Contract 2021 or 2022	\$6,000.00	\$3,000.00	\$42,000.00	Must Pay
3	4 Hydrants (Fire code update)	\$40,000.00	\$20,000.00	\$22,000.00	
4	PAPI Light LED conversion	\$31,200.00	\$15,600.00	\$6,400.00	
5	Overflow Grass Apron	\$40,000.00	\$20,000.00		Material Only County Labor (recommend waiting until after phase II (FY2022))

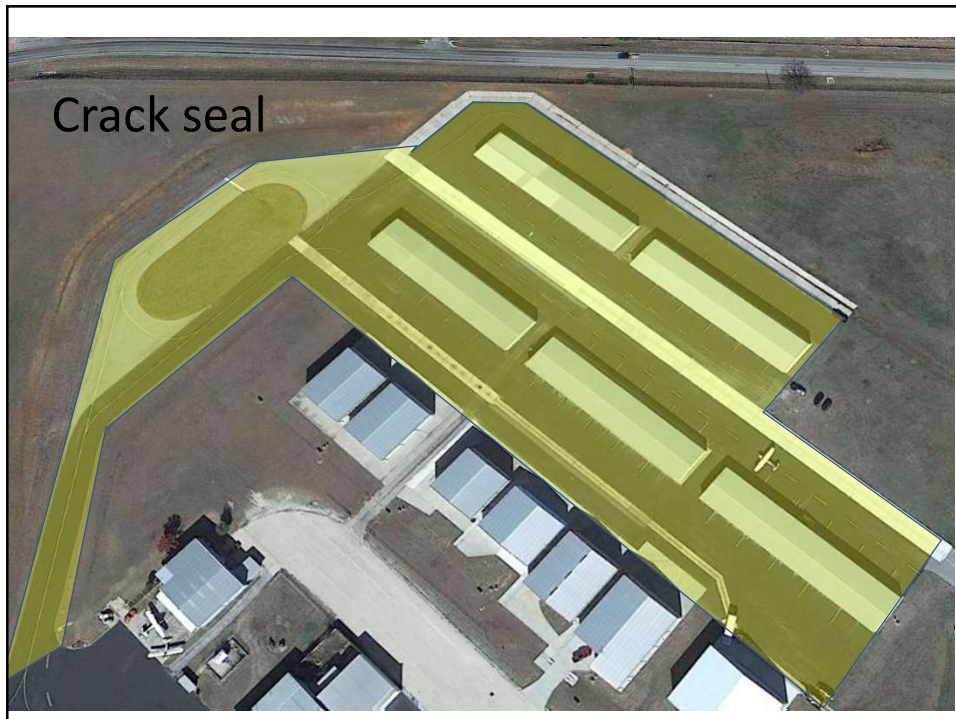
10



AAB

- New Business Continue
 - RAMP Project Quote for Crack Seal and Slurry
 - Alpha Paving
 - Quote

11



12




13



14




15



alpha paving
INDUSTRIES LLC

15 Roundville Lane, Round Rock, Texas 78664 PHYSICAL
 Post Office Box 6565, Round Rock, Texas 78683 MAILING
 512.677.9001 | 512.677.9002 FAX | www.alphapaving.com
COMMERCIAL | MUNICIPAL | AVIATION | MULTI FAMILY
PAVING - REPAIRS - SEALCOAT - STRIPING - CONCRETE - ADA




Date: 5/6/2020

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

Customer: GILLESPIE COUNTY AIRPORT
Contact: TONY LOMBARDI
Address:
Email: TLOMBARDI@GILLESPIECOUNTY.ORG

PROPOSAL	Quantity	Unit Price	Total
HOT POUR RUBBERIZED CRACKFILL - SLIDE ONE WITH FRITZ HANGER <i>Seal all cracks 1/4" and wider with Hot Pour Rubberized Crackfill Material</i>	51,000 LF	\$ 0.38 /LF	\$19,380.00
PREMIUM PAVEMENT SEALCOAT (TARCONITE) - AREA AROUND FRITZ HANGER <i>Clean pavement with blowers/brooms and apply 2 coats of Premium Sealcoat Work to be done in (1) PHASE. Each additional phase requested add \$2500</i>	39,400 SF	\$ 0.22 /SF	\$8,668.00
RESTRIPE PAVEMENT MARKINGS IN SEAL AREA	1 LS	\$950.00 /LS	\$950.00
HOT POUR RUBBERIZED CRACKFILL - ADD ON 1 <i>Seal all cracks 1/4" and wider with Hot Pour Rubberized Crackfill Material</i>	33,315 LF	\$ 0.38 /LF	\$12,659.70
HOT POUR RUBBERIZED CRACKFILL - ADD ON 2 <i>Seal all cracks 1/4" and wider with Hot Pour Rubberized Crackfill Material</i>	30,800 LF	\$ 0.38 /LF	\$11,704.00
NOTES <i>no routing of cracks included</i>			

16



AAB


- Old Business
 - CIP Phase II update (Garver update)
 - Actions:
 - Consultant selection – Officially released on April 13th
 - Pre-scope Meeting – April 21st
 - Fee Proposal submitted from Garver to TXDOT– sent to TXDOT on May 8th
 - PER - Preliminary Engineering Report

17


GILLESPIE COUNTY AIRPORT - 2014FREDB

ONLY GARVER HAS...


- 27** AVIATION PROFESSIONALS BASED IN TEXAS
- 422** COMBINED YEARS OF AVIATION EXPERIENCE
- 133** GENERAL AVIATION PROJECTS AT 37 TEXAS AIRPORTS



Detention Pond
Garver recommends rerouting the outfall of the proposed detention pond to the west. By utilizing the existing drainage patterns and infrastructure in place, this yields a savings of over \$200,000.

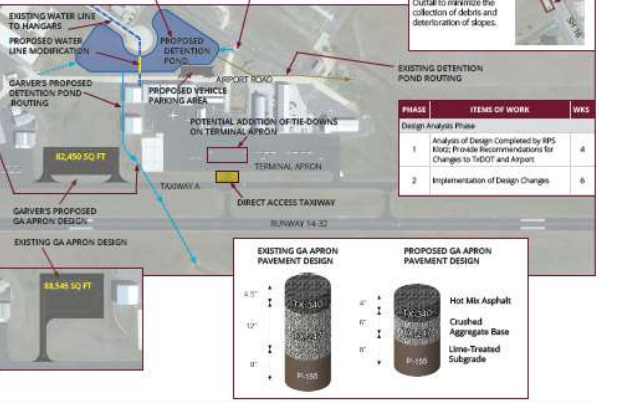


Cattle Guard Drainage
Garver recommends adding outlet pipes to the cattle guard to drain stormwater into the proposed detention pond.



South Outlet Structure
Garver recommends adding a paved outlet structure at the South Outfall to minimize the collection of debris and deterioration of slopes.

Stormwater Mitigation
Garver recommends rerouting the outfall of the proposed detention pond to the west. By utilizing the existing drainage patterns and infrastructure in place, this yields a savings of over \$200,000.



PHASE **ITEMS OF WORK** **WKS**

PHASE	ITEMS OF WORK	WKS
Design Analysis Phase		
1	Analysis of Design Completed by RPS. RPS Provides Recommendations for Changes to TxDOT and Airport	4
2	Implementation of Design Changes	6

PROJECT MANAGER
 Josh Crawford, PE* QM/QC
 Frank McElwain, PE*

CIVIL ENGINEER
 Philp Huntley, PE * Pilot
 Madison Lang, EIT*

SURVEY
 CDS Muery

HYDRAULICS & HYDROBIOLOGY
 Burk Weatherbee, PE, CFM
 RTAI (M)

GEOTECHNICAL REVIEW
 ARAK Geotechnical, Inc. (M)

RPR
 RDT RPR Services

EXISTING GA APRON PAVEMENT DESIGN

4" ±	4" ±
12" ±	12" ±
8" ±	8" ±
8" ±	8" ±

PROPOSED GA APRON PAVEMENT DESIGN

4" ±	4" ±
12" ±	12" ±
8" ±	8" ±
8" ±	8" ±

Hot Mix Asphalt
Crushed Aggregate Base
Lime-Treated Subgrade

82,450 SQ FT

88,546 SQ FT

EXISTING GA APRON PAVEMENT DESIGN

EXISTING GA APRON PAVEMENT DESIGN

PROPOSED GA APRON PAVEMENT DESIGN

Garver was very responsive to our needs. They were quick to address all the little changes that are inevitable in a project. Their team planned a great project and reacted well to the things that couldn't be predicted.
 Joey Baker, Director of Airport & Facilities, City of Sulphur Springs

Form AWN - 550 (Rev 8/16)
PAGE 8A OF 8

18



AAB

- Old Business Continue
 - Airport Zoning Ordinance/JAZB update
 - City appointments – Gary Neffendorf and Bobby Watson
 - RAMP project updates (Info signs and Fence)
 - Product has been shipped to F&W
 - Fence material has been ordered
 - Overflow parking options (South of the terminal ramp)
 - AKCO Quote: \$100,000 to \$120,000 based on the following:
 - Plan for an approximate 9000 SY of area.
 - Place 2 temp construction entrances.
 - Import an approximate 2,000 cy of material from the Detention pond stockpile material to increase natural slope.
 - Import and approximate 4" layer of crushed base and place over the subgrade.
 - Mix 4" base w/2" subgrade for mix for turf area.
 - Seed the area using Hydromulch.

19



AAB

- EAA report/update/comments
- Comments-FBO, EDC, Board, Crosswind, Visitors

20

Fuel Market Apr 20.xlsx T82 Fuel Market 2020 5/4/2020

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
AvGas - Gals													
Gillespie Air Services @ Retail	6,355	8,732	7,920	8,333									
Net Total AvGas Market T82	6,355	8,732	7,920	8,333									
Total Market, Same Month, Prior Yr	7,923	8,036	10,023	13,510	7,901	9,171	9,955	11,337	11,298	10,898	10,949	8,377	110,417
Percent Growth (Decline)	-20%	9%	-21%	-53%									
Cumulative YTD - This Year	6,355	15,087	23,007	29,340									
Last Year	7,923	15,959	25,981	39,491	47,392	56,563	66,558	77,895	89,193	100,091	111,040	119,417	
Percent Growth (Decline)	-20%	-5%	-11%	-26%									
% Total by Month	21.7%	27.6%	32.5%	44.9%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
Jet A - Gals													
Gillespie Air Services @ Retail	22,969	22,910	16,456	7,777									
Net Total Jet A Market T82	22,969	22,910	16,456	7,777									
Total Market, Same Month, Prior Yr	15,890	18,391	24,688	21,119	17,755	22,229	24,246	38,339	33,338	32,507	22,514	27,821	299,038
Percent Growth (Decline)	45%	25%	-34%	-63%									
Cumulative YTD - This Year	22,969	45,880	62,335	70,112									
Last Year	15,890	34,281	59,169	80,288	98,043	120,272	144,518	182,857	216,195	248,702	271,217	299,038	
Percent Growth (Decline)	45%	34%	5%	-13%									
% Total by Month	78.3%	72.4%	67.5%	55.1%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
Total Fuels													
Total Fuels Market T82 - Gals	29,324	31,642	24,376	14,110									
Total Market, Same Month, Prior Yr	23,813	26,427	34,911	34,629	25,656	31,400	34,241	49,676	44,636	43,406	33,464	36,199	418,455
Percent Growth (Decline)	23%	20%	-30%	-59%									
Cumulative YTD - This Year	29,324	60,966	85,342	99,453									
Last Year	23,813	50,239	85,150	119,779	145,435	178,835	211,076	260,752	305,387	348,793	382,257	418,455	
Percent Growth (Decline)	23%	21%	0%	-17%									
Market Change by Quarter													
Market by Quarter				1st		2nd			3rd				4th
Percent change 2019 to 2020				6%									
Year 2020 Total Fuels by Quarter				85,342									85,342
Year 2019 Total Fuels by Quarter				85,150		91,685		128,352		113,068			418,455

21

MARCH SALES RECEIPTS
May Sales Tax Report

City of Fredericksburg

	2020	2019	2018	2017	2016
JAN	503,533	472,130	505,689	447,026	421,348
FEB	665,663	616,689	551,180	603,137	564,054
MAR	409,139	422,348	385,720	354,516	360,505
APR	425,288	459,157	448,258	387,281	357,476
MAY	490,712	525,944	562,147	505,120	520,258
JUN	517,503	473,693	440,508	440,508	410,536
JUL	488,686	509,059	448,066	448,066	419,310
AUG	549,072	515,979	482,005	482,005	461,296
SEP	543,832	484,831	421,828	421,828	413,510
OCT	473,296	459,743	409,010	409,010	398,968
NOV	499,636	485,235	453,636	453,636	452,137
DEC	551,668	501,282	439,923	439,923	425,591
Total	2,494,335	6,119,961	5,882,616	5,390,056	5,204,989

	May 20	May 19	Change	YTD 2020	YTD 2019	Change
Fredericksburg	490,712	525,944	-6.69%	2,494,335	2,496,268	-0.08%
Gillespie County	240,979	243,137	-0.88%	1,206,132	1,146,119	5.24%
Combined	731,691	769,081	-4.86%	3,700,467	3,642,387	1.59%

Gillespie County

	2020	2019	2018	2017	2016
JAN	233,548	222,020	220,121	194,363	175,216
FEB	312,136	267,844	251,631	264,046	254,424
MAR	215,472	199,289	178,641	160,282	150,478
APR	203,997	213,829	204,222	178,713	161,767
MAY	240,979	243,137	241,178	227,717	239,591
JUN		243,857	225,368	201,849	187,273
JUL		237,414	227,288	198,574	181,229
AUG		240,748	235,240	212,337	212,661
SEP		239,854	221,221	182,192	179,939
OCT		211,557	197,431	176,551	169,841
NOV		478,065	219,265	207,168	196,293
DEC		268,189	228,024	204,595	190,145
Total	1,206,132	3,065,803	2,649,630	2,408,387	2,298,857

22

SALES TAX COMPARISON SUMMARY - MAY, 2020 (MARCH SALES)

CITY	% change month	% change ytd	COUNTY	% change month	% change ytd
Fredericksburg	(6.69)	(0.08)	Gillespie	(0.88)	5.24
Kerrville	6.55	2.77	Kerr	9.30	7.59
Boerne	7.05	2.76	Kendall	8.23	5.69
Llano	6.65	9.59	Llano	6.11	9.58
Marble Falls	2.65	1.19	Burnet	3.24	1.92
Bandera	19.91	10.40	Bandera	6.55	14.29
Johnson City	(10.73)	14.38	Blanco	15.43	13.42
Brenham	0.39	(0.01)	Washington	(4.02)	(5.74)
New Braunfels	1.92	5.43	Comal	5.74	11.55
Rockport	3.20	2.72	Aransas	3.47	7.58
Corpus Christi	(4.22)	(1.34)	Nueces	(4.70)	(2.52)
Austin	(4.46)	6.02	Travis	(3.56)	6.25
San Antonio	(10.74)	0.09	Bexar	(10.02)	0.71
Houston	(10.26)	1.45	Harris	(9.77)	1.64
Dallas	(9.42)	3.95	Dallas	(7.95)	2.36
State (Cities)	(5.06)	2.60	State (Counties)	(2.82)	1.81

Shaded numbers are worse than ours.

23

MARCH SALES RECEIPTS (ADJUSTED)
May Sales Tax Report

City of Fredericksburg

	2020	2019	2018	2017	2016
JAN	514,515	505,293	496,771	436,830	422,134
FEB	655,881	627,467	560,001	537,375	559,247
MAR	408,105	421,189	385,725	432,032	364,574
APR	435,883	408,824	440,535	367,972	358,354
MAY	491,535	574,201	558,505	520,494	515,896
JUN		509,173	485,166	445,867	414,373
JUL		495,559	500,310	441,043	419,804
AUG		553,660	523,400	480,652	457,926
SEP		534,729	479,047	428,188	416,583
OCT		475,679	457,183	401,845	386,175
NOV		506,459	494,666	459,809	464,350
DEC		540,085	457,382	440,915	426,411
Total	2,505,919	6,152,318	5,838,691	5,393,022	5,205,787

	May 20	May 19	Change	YTD 2020	YTD 2019	Change
Fredericksburg	491,535	574,201	-14.40%	2,505,919	2,536,974	-1.22%
Gillespie County	241,779	259,801	-6.87%	1,212,032	1,160,247	4.46%
Combined	733,314	833,802	-12.05%	3,717,951	3,697,221	0.56%

Gillespie County

	2020	2019	2018	2017	2016
JAN	239,182	233,420	215,934	189,950	175,729
FEB	306,965	272,365	255,748	242,586	252,663
MAR	215,571	197,108	178,641	186,372	161,775
APR	208,535	197,753	200,423	170,913	162,424
MAY	241,779	259,601	240,584	233,000	237,360
JUN		240,271	229,840	204,548	189,228
JUL		240,222	223,282	195,868	181,451
AUG		243,223	238,380	212,609	210,941
SEP		235,060	218,784	184,622	181,154
OCT		212,502	196,721	173,383	164,353
NOV		482,010	223,264	209,493	201,635
DEC		262,289	212,117	205,433	190,816
Total	1,212,032	3,075,824	2,633,718	2,408,777	2,299,529

Shaded numbers have been adjusted to reflect future period collections but not prior period collections.

24



25