Minutes of the GILLESPIE COUNTY AIRPORT ADVISORY BOARD Monday, May 20, 2024

@ County AgriLife Building

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

CALL TO ORDER

The meeting was called to order at 1:30 PM by the Chairman, Steve Allen

APPROVAL OF MINUTES

Minutes of the regular Apr 15, 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.
 - o Event Update
 - 0 2024
 - May 29th Jun 2nd Swift Fly-in
 - July 4th Fireworks
 - Sept 21st Jacob Brodbeck Day (1st flights)
 - Sept 25-29 Commander Fly-In (30 Rockwell Commanders)
 - Dec 21st Santa Fly-in (1-3pm)
 - 0 2025
 - May 3rd Airport Open House (50th Annv. of end of V-War)
- Court Actions On Apr 22nd, the court approved the annual subscription to "MotionInfo" for data collecting. On May 13th, the court approved the CIP paperwork for the Obstruction Survey project, which included a resolution and a request to transfer funds within the airport budget. They also rescinded the approval for "MotionInfo" and replaced it with "1200 Aero". Finally, they approved the consultant selection results.
- T-hangars occupancy update. The Manager stated that the County T-hangers are 100% full...waiting list is at 33.

• 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	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

• TXDOT Aviation Conference Review – The Manager summarized the recent aviation conference (see attached slides for the details).

OPEN FLOOR

• Crosswind Aviation – Gwen discussed the summer camp that she has sponsored (Camp CAVU). It is a pilot training camp for 15-18 year-olds. She also mentioned that she has five \$3,000 scholarships available for camp attendees. Finally, she said a former student has offered to fund 1 camp student's remaining part of the training.

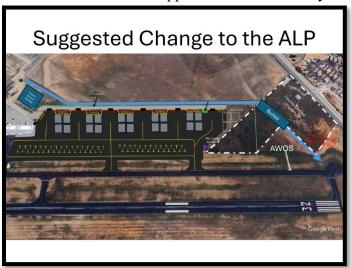
NEW BUSINESS

- Tango 82 Aviation Exterior Modification Request...On Behalf of Darren Flores, the manger presented Mr. Flores' proposal to AAB. In summary, T82 Aviation wants to add concrete parking on the roadside of their hangar and add a propane tank and trash dumpster. After a discussion about the drainage, the AAB unanimously approved the proposal. The manager concluded the topic by saying a lease amendment must be drafted, and it will not be presented to Comm Court until Jun 11th. Mr. Flores agreed.
- Budget FY25 Presentation. The Manager presented the draft budget for FY25, but due to the complexity and amount of the information, the board tabled the decision and agreed to vote over email. The manager stated that he would send out new slides to help with their review. On a side note, Kory Keller asked the board to support his initiative to evaluate the possibility of selling the county Thangars. Kory plans to work with Tony to see if it is feasible.
- Quote for Mower. The Manager requested support from the board to purchase a DR Field and Brush Mower (Commercial) for \$4,599 from Cypress Lawn and Turf Equipment Inc. This purchase will help

with areas that cannot be mowed by the zero-turn or shredded (i.e. the detention ponds and drainage rayines/channels.



• ALP/Master Plan Modification. The manager reviewed a possible change to Airport Layout Plan. He has begun to coordinate a change to the south area. His proposal re-routes the drainage channel to prevent the need to run the drainage underground. This could save money. Since it is early in the design, the manager did not ask for a vote of approval. For review only.



OLD BUSINESS.

- CIP Update The Manager gave a quick update on the pavement project. He mentioned that we selected an engineering firm (Garver), and we are about to kick off the engineer/design phase.
- Project update
 - Pavement rehab ("Coffee Mug" Handle and the TFS taxiway area)...the Manager said this project is scheduled for May 28th - 30th.
 - Fence Relocation (south of Hwy 16) ...the Manager stated that this project will be completed in June.

REPORTS

EAA Report – Larry provided a quick update and a summary of recent events (note: this presentation was given prior to the Budget presentation)

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

ADJOURNMENT (2:55). Next meeting is Jun 17th at the Airport Terminal Building.

Attachment







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

2



AAB

- •Minutes Approval vote needed
 - Apr 15th
- Airport Manager's Report
 - Event Update (Italicized Unconfirmed)
 - 2024
 - May 28-30th Pavement Work ("Coffee Mug" & TFS)
 - May 29th Jun 2nd Swift Fly-in (75 Aircraft)
 - July 4th Fireworks
 - Sept 21st Jacob Brodbeck Day (1st flights)
 - Sept 25-29 Commander Fly-In (30 Rockwell Commanders)
 - Dec 21st Santa Fly-in (1-3pm)
 - 2025
 - May 3rd Airport Open House (50th Annv. of end of V-War)

Δ



AAB

- Airport Manager's Report
 - Court Review On Apr 22nd, the court approved the annual subscription to
 "MotionInfo" for data collecting. On May 13th, the court approved the CIP
 paperwork for the Obstruction Survey project, which included a resolution and a
 request to transfer funds within the airport budget. They also rescinded the
 approval for "MotionInfo" and replaced it with "1200 Aero". Finally, they
 approved the consultant selection results.
 - T-Hangar Occupancy 100% (33)
 - Airport Status:

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

5



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)



TXDOT Avn Conference

- Director's Comments
 - Money
 - \$95M for GA
 - \$58M for projects
 - Regionalization was announced
 - Each region will consist of a team comprising: 2 planners 2 project managers 1 contract specialist 1 inspector
 - T82 is in the South Region
 - Project Management Shift
 - 3 paths
 - TXDOT acts as the agent...This is the current method
 - Reimbursement Path Sponsor controls the project and does everything, including paying.
 - Hybrid Sponsor control the Eng/Design phase (i.e. RFQ process, hiring the engineers and paying for all the initial design work. Once that is complete, TXDOT will take over the project and fund the construction phase.

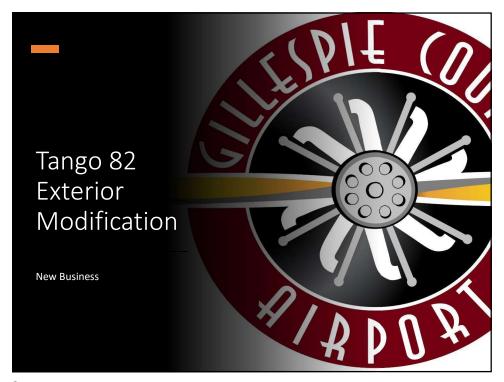


7

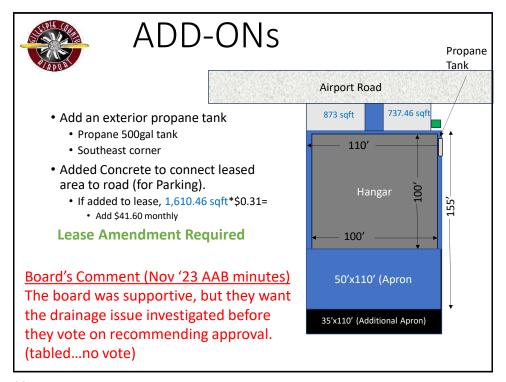


AAB

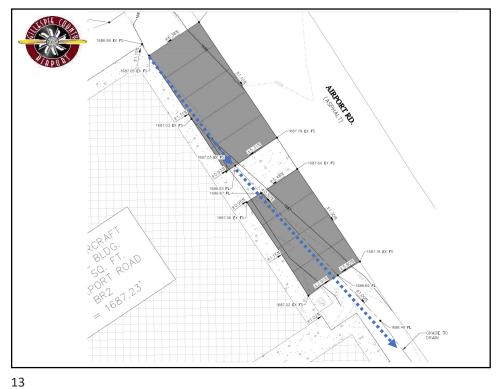
- Open Floor
 - Crosswind
 - Texas Forest Service
 - Rhett Hawk
 - Tac Aero Tailwheel Academy
 - Tac Aero MX
 - Guest















Airport Operating Fund

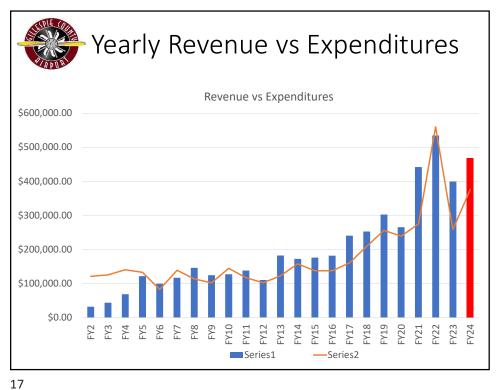
Current Balance Sheet Amount (as of May 2024)	\$779,547.18
Remaining Expected Revenue	\$248,829.01
Remaining allotted Budget	(\$277,712.92)
Expected Amount at the Beginning of the FY	\$750,663.27

15



Projected Revenue

Projected Revenue	FY25
State Revenues (RAMP)	\$75,000.00
Interest Earnings	\$2,000.00
Misc	\$0.00
Land Lease (Airport)	\$172,926.70
Sublease 3% Revenue	\$11,000.00
Rental County T-Hanger Space	\$58,349.50
Fuel Flowage Fee (500K gallons sold)	\$40,000.00
Ramp/Tie Down Fee	\$2,000.00
Business Park Leases	\$78,506.60
	\$439,782.80





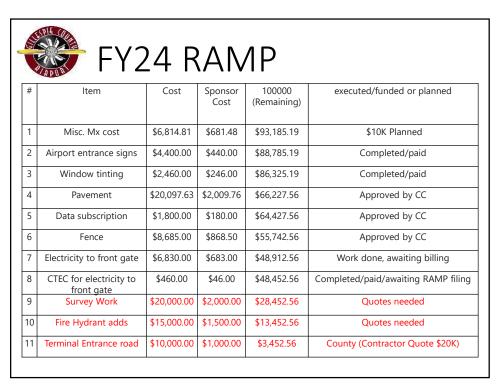
<u>AVIATION CAPITAL IMPROVEMENT PROGRAM - 2024 - 2026</u>

Project	Total Cost	Fed/State_	Local	<u>FY</u>
Pavement Dsn/Eng	\$ 275,000	\$ 247,500	\$ 27,500	2024
Airspace Eval (18B)	\$108,000	\$97,200	\$10,800	2024
Pavement Project	\$4,061,340	\$3,655,206	\$ 406,134	2025

Future Project

AWOS R&R FY25??? ~\$120K-\$140K

Runway Reconstruction ~\$6M (LOI needed(Summer))



			١,	FY24 BUDGET			
			R	emaining			
ACCOUNT DESCRIPTION	١,	FY24 BUDGET	Α	s of May 2024		FY25 BUDGET	Comments
ACCOUNT BESCHI HON	<u> </u>	DODGET		2024		JODOLI	Comments
POSTAL EXPENSES	\$	100.00	\$	100.00	\$	100.00	
OTHER / OFC SUP	\$	1,500.00	\$	594.84	\$	1,500.00	ink/paper, etc
	_	2,500.00	_	4 220 76	6	2 500 00	3 vehicles
FUEL & OIL	\$	2,500.00	\$	1,339.76	Þ	2,500.00	3 Venicies
CUSTODIAL	\$	1,500.00	\$	1,062.26	\$	1,500.00	Cleaning supplies
OTHER / OPER SUP	\$	13,000.00	\$	6,304.19	\$	10,000.00	Non RAMP maintenance items
BUILDINGS	\$	5,000.00	\$	4,763.15	\$	5,000.00	Contingency/deductible
OFFICE EQUIPMENT	\$	1,000.00	\$	791.68	\$	1,000.00	Contingency for computer failure
						·	
AUTOMOTIVE/ROAD EQUIPMENT	\$	4,000.00	\$	1,688.83	\$	5,000.00	
OTHER / R&M SUP	\$	100,000.00	\$	54,461.31	\$	111,111.11	RAMP Budget
						·	
SUBSCRIPTIONS	\$	40.00	\$	40.00	\$	40.00	FAR subscription
ENGINEERING/ARCHITECT SERV	\$	34,000.00	\$	34,000.00	\$	10,000.00	Engineer on Call
OTHER / PROF SERV	\$	5,000.00	\$	5.000.00	\$	8.000.00	Survey work (Possible a RAMP expense)

ACCOUNT DESCRIPTION	FY	24 BUDGET	Rem	24 BUDGET paining As of May 2024	FY2	25 BUDGET	Comments
TELEPHONE	\$	6,500.00	\$	2,488.39	\$	6,000.00	
CONFERENCE/TRAVEL EXPENSES_	\$	2,000.00	\$	692.44	\$	2,000.00	TXDOT Avn Conf
ADS & LEGAL NOTICES	\$	200.00	\$	200.00	\$	200.00	
ELECTRICITY/WATER	\$	14,000.00	\$	6,922.78	\$	14,000.00	
DUES	\$	100.00		\$ 0	\$	100.00	TAC membership
NSURANCE	\$	4,000.00	\$	4,000.00	\$	5,000.00	
UNIFORMS_	\$	600.00	\$	456.42	\$	600.00	Unifirst uniform rental
OTHER / MISC SERV	\$	5,800.00	\$	1,677.20	\$	5,000.00	Property TAX
OTHER	\$	41,000.00	\$	41,000.00	\$	550,000.00	Sponsor's share (Pavement - \$410K)/AWOS \$140K)
Line-Item Budget Total	\$	241,840.00	\$	167,583.25	\$	738,651.11	
(minus CIP&RAMP(90%))	\$	110,840.00	\$	126,583.25	\$	98,651.11	
Wages+Bennifits	\$	235,225.00			\$	242,269.15	
Total	\$	346,065.00	\$	126,583.25	\$	340,920.26	





Airport Dev Worksheet (0-5years)

Project Description	Estimated Cost	Comments
Parallel Taxiway Pavement Resurface/North third of terminal ramp reconstructions/runway, north ramp and remaining terminal apron surface treatment (Includes Geotech to Investigate Pavement Deficiencies on the Terminal and North Aprons)	\$4,061,340	Underway
18B Aerial Survey and Mitigation of Obstructions at the Approach End of Runway 14	\$108,020	At TXDOT for approval
Runway resurface Rehabilitation and South 2/3 of Terminal Apron reconstruction	\$6,500,000	00-05 (LOI needed)
Rehabilitation of the Existing North Apron	\$5,518,230	00-05
Northside Hangar Development Parking Lot	\$760,060	00-05
South Apron Expansion - Phase 1	\$8,303,664	00-05

23



Other Grants

- •Bipartisan Infrastructure Law (BIL) programs (FY22-26)
 - •Airport Infrastructure Grant (AIG) \$15B
 - •Airport Terminals Program (ATP) \$5B



Gillespie County

• **FY 2022** \$295,000

• (Grant Executed by June 2025, Grant Application by end of CY 24)

FY 2023 \$292,000
 FY 2024 \$294,000
 Total Available: \$881,000.00

FY 2025 \$290,000 (estimated)FY 2026 \$290,000 (estimated)

AIP vs AIG?

(Biggest takeaway: use for projects that don't compete well at the national level.)

25

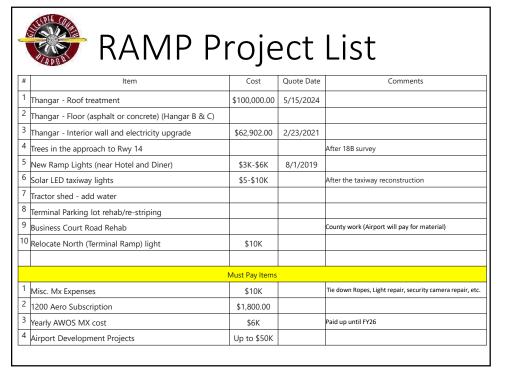


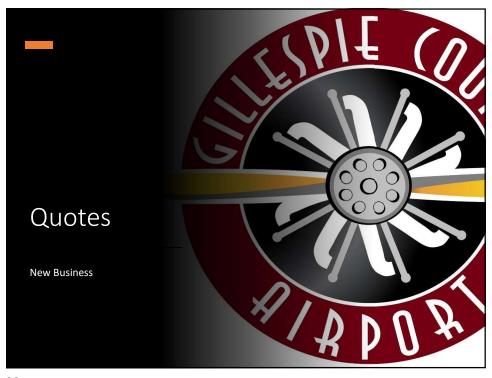
Ideas for AIG

#	Priority	Project Description
1		Purchase land from County
2		Airport Drainage Study
3		Rerouting South Drainage revine
4		County T-hangar re-roofing (or roof treatment)
5		Paving floors (asphalt or concrete) of County T-hangar B&C
6		Install internal walls w/in the County T-hangars
7		Rewire all wiring w/in the County T-hangars (add lights and plugs)
8		Pavement/groundwork for Private Development
		CIP Augmentation
		Install Taxiway Edge Lighting

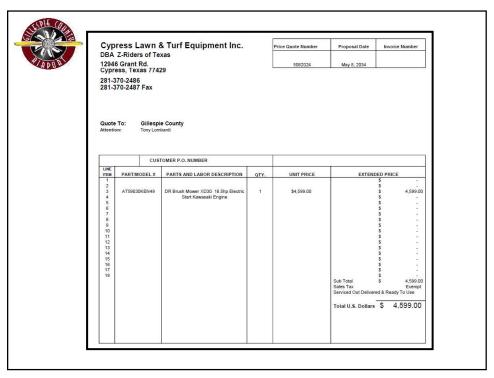


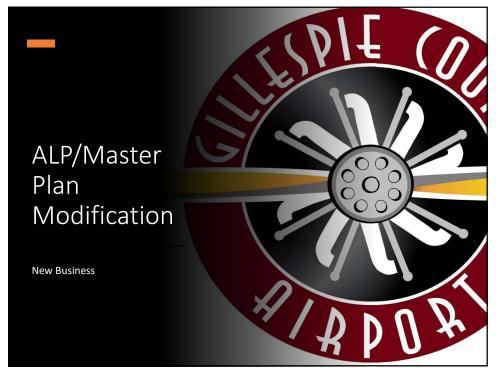
- End of FY24 Airport O&M Account- \$750K
 - O&M Transfer for FY 25 Budget (Sponsor Share of CIP) \$550K
 - Projected O&M at end of FY25 \$200K
 - Note: Typically, the O&M account increases \$50K-\$75K yearly
- AIG funds Required
 - Sponsor Share (10%) \$30K -\$80K
 - Pay 1st (reimbursement Process) \$300K -\$881K
- ATP Funds Required
 - Sponsor Share (5%) \$55K -\$100K
 - Sponsor Share (10%) \$110K -\$200K
 - Pay 1st (reimbursement Process) \$1.1M -\$2M
- Future CIP (\$6M) Sponsor Share (10%) \$600K



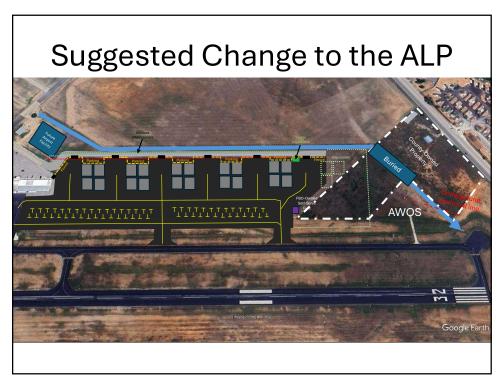
















- •Old Business:
 - CIP
 - Pavement Project
 - Pavement rehab...May 28th-May 30th
 - Fence (south of Hwy 16)...Jun-ish



AAB

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

37

