

Minutes of the
 GILLESPIE COUNTY AIRPORT ADVISORY BOARD
 Monday, Jun 20, 2022
 @ County AgriLife Building

MEMBERS PRESENT:	STAFF PRESENT:	GUESTS PRESENT:
David Smith	Tony Lombardi, Manager	Ethan Crane
Paul Hannemann	Keith Kramer, County	Tim Lehmborg
Keith Keller	Bobby Watson, City	Darren Flores/Chandler& Monica Bartley
Judie Mooney, EAA Rep		Cornett/Grant/Hawn
Steve Allen		Cody Sevedge/Drew Liddell (TFS)
Chad Ellebracht		Dan Kemp
		Tom Bierschurale
	Absent	Dawn Duley
Greg Snelgrove		John Robinson
		Gwen Fullbrook

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 May 16, 2022, meeting were approved.

NEW BUSINESS – Part 1...Mr. Smith moved this section to the beginning.

- James Kemp’s LOI to sale his hangar to 3K Aero, LLC (Dan Kemp, Kory Keller, and Brian Kemp) – Mr. Smith reviewed the LOI with the board. The board unanimously recommended approval (Keith Keller abstained from the vote)
- 224 Business Court, LLC requested consent to sublease office space within their facility IAW with their lease to the following:
 - Security State Bank and Trust- (2 Offices) Banking operations
 - Stoessel Group, LLC – (1 Office) Sporting Goods Sales (owner currently offices from home in FBG)
 - Charles T Holcomb, CPA – (1 Office) Accounting (owner currently offices from home in FBG)
 Without much discussion, the board unanimously recommended approval
- SSBT/224 Business Court, LLC LOI. Mr. Smith and the AM reviewed the proposal/LOI for SSBT to purchase the leasehold improvements of 224 Business Court, LLC. Mr. Smith asked Dan Kemp and members of 224 Business Court, LLC multiple questions to help the board understand the proposal. After the discussion, the board unanimously recommended approval. Mr. Kemp provided the board with letter requesting to cancel their LOI to develop the 2.55 acres south of their current business park location (see attachment)

After that topic was finished, Mr. Smith went back to the planned agenda order.

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
 - July 4th Fireworks – tentatively cancelled
 - Court Action – On 5/23, the Court approved the of selling of Ralph Ragland LLC's private hangar to Lighter Side of Travel, LLC and the termination of Ralph Ragland LLC's lease with Gillespie County and the new lease for Lighter Side of Travel, LLC.
- T-hangars occupancy update. The AM stated that we are 100% full...waiting list is at 31
- Airport Status – the AM review the light failure event on June 1st and reviewed the current status of the lights. Even though the beacon and the runway lights are on separate circuits, they had issues at the same time. The runway lights failed due to a failed capacitor (parts are ordered). While waiting for the parts (2-4 months) the runway lights are “pilot controlled” at all times due to the fear of overheating the temporary transformer/regulator. As for the beacon, the beacon was initially fixed by Itz electric, but once again failed for the same reason. The beacon is now shutdown and NOTAM’d inop.

	Lights (PAPIs, Beacon, Rwy Edge, Taxiway, Signs) <ul style="list-style-type: none"> • Runway lights - PIC only • Beacon light - inop
	Communication (CTAF, GCO, AWOS)
	Weather Station
	Facilities
	Miscellaneous (Construction, Closures, etc) briefed during the Phase II update

- 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	
6	224 BC LLC (~1.26 ac expansion)	3/9/22	II	

7	McKnight	5/12/22	II	
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OPEN FLOOR

- Crosswind Aviation. Gwen Fullbrook announced that they are now providing an in-person ground school. She also mentioned that they have a lot of flying students right now.
- Texas Forest Service –Drew Liddell provided a quick update for the Forest Service. He said since May 1st the fixed wing asset have flown 107 drops of 176K gallon of retardant, and the helicopter has had 274 drops of 210K gallons of retardant. He concluded his update by mentioning that we have 3 SEATS, 1 air-attack aircraft and 1 “Type 1” helicopter at T82.

NEW BUSINESS – Part 2

- Stormwater Pollution Prevention Plan (SWPPP): The AM requested support from the Board to hire Hill Country Storm Water & Environmental Compliance, LLC to manage the SWPPP. The AM reviewed the startup cost of \$3,250.00 for the application renewal, training and permitting and the AM mentioned that the yearly cost to remain compliant is up to \$1,450.00 a year, which is RAMP eligible. After the discussion, the board unanimously recommended approval.
- Review/Approve the quote to remove and replace Inop Beacon with LED Beacon (by F&W Electrical). To install L-801medium Intensity Rotating (LED) beacon on existing tower will cost \$16,250.00, and that include \$700 mobilization cost. In addition, the AM mentioned that he will also ask the Commissioners to approve the reallocation of funds (~\$10K) within the airport budget to fund this project. After the discussion, the board unanimously recommended approval.

OLD BUSINESS.

- CIP updates:
 - Phase II update. The AM gave a quick update on the construction and the upcoming taxiway closures.
 - Planning Study Update. The AM mentioned that Garver is almost done with the CIP list and the property map. The AM expects Garver to present both at the next AAB meeting.
 - “FAA Acknowledgment of Turf Options” update. The AM mentioned that no real movement has occurred on this topic. TXDOT plans to engage with the FAA to get more guidance.
 - Update of Airport Leases Review project. Mr. Smith updated the board by mentioning that he has ask the AM to survey other airports on a list of questions and hope to present the results to the board next month.

REPORTS

EAA report – Mrs. Mooney mentioned that the EAA is hosting another Young Eagles event this Saturday (Jun 25th). They have 60 slots filled with 15 kids on the waiting list.

David Smith reviewed the fuel sales for last month (50K gallons ahead of last year) and Tim Lehmberg reviewed the sale tax reports for the City and County.

ADJOURNMENT (2:31). The next meeting is July 18th.

Note: all minutes are available on the airport website (<http://www.gillespiecounty.org/page/airport%20-%20AAB%20Minutes>)



SECURITY STATE BANK & TRUST

The Hill Country's Bank Since 1941

P.O. Box 471 • 201 W. Main • Fredericksburg, TX 78624

June 20, 2022

Gillespie County Airport Advisory Board
Attn: Chairman David Smith

Re: 2.55 Acres
Gillespie County Business Park

Security State Bank & Trust is requesting to terminate our letter of interest on the 2.55 acres submitted in September 2021.


Sincerely,



Dan Kemp
President/CEO




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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

- May’s Minutes Approval – vote needed
- Airport Manager’s Report
 - Event Update (*Italicized - Unconfirmed*)
 - July 4th Fireworks????

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AAB

- Airport Manager’s Report
 - Court Review – On 5/23, the Court approved the of selling of Ralph Ragland LLC’s private hangar to Lighter Side of Travel, LLC and the termination of Ralph Ragland LLC’s lease with Gillespie County and the new lease for Lighter Side of Travel, LLC .
 - T-Hangar Occupancy – 100% (31)
 - Airport Status:

	Lights (PAPIs, Beacon, Rwy Edge, Taxiway, Signs) <ul style="list-style-type: none"> • Runway lights - PIC only • Beacon light - inop
	Communication (CTAF, GCO, AWOS)
	Weather Station
	Facilities
	Miscellaneous (Construction, Closures, etc) We brief during the Phase II update

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AAB

- Airport Development Update:
 - Active Private Projects:

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4	Darren Flores (Private Hangar)	02/18/22	II	
5	224 Bus Crt LLC (~1.26 acs south of current location)	03/9/22	II	
6	McKnight	05/12/22	II	

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AAB

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

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AAB

• New Business—

- James Kemp's LOI to sale his hangar to **3K Aero, LLC** (Dan Kemp, Kory Keller, and Brian Kemp)

Date: June 2, 2022

To: Gillespie County Airport Advisory Board

From: James F. Kemp

Re: Letter of Intent and proposal to transfer the leasehold ownership interest in the real property land located at 510 Airport Rd. (T&S Airport) from James F. Kemp to 3K Aviation, LLC.

Attn: Dave Smith, Chairman, Steve Allen, Co-Chairman and other Advisory Board members

Thank you for allowing Kory Keller, Dan Kemp, and Brian Kemp to present this letter of intent to you.

James F. Kemp, lessee, under that certain ground lease dated August 1, 2007, desires your approval to transfer its leasehold interest in the real property land located at 510 Airport Road to 3K Aviation, LLC an entity wholly owned by Kory Keller, Dan Kemp, and Brian Kemp.

3K Aviation, LLC has agreed and hereby desires to enter into a new ground lease with Gillespie County subject to a new land lease incorporating the terms and conditions recently provided by Tony Lombardi which include, amount other items, using Gillespie County's new ground lease form, airport rules and regulations, rental rates, revised plat measurements, initial lease term of 30 years, option for a renewal term of 10 years, etc.

Upon your and Gillespie County's approval of this proposed transaction, 3K Aviation, LLC agrees to enter into and execute a new ground lease with Gillespie County and James F. Kemp agrees to enter into and execute a lease termination agreement for the existing ground lease with Gillespie County.

Should you desire any additional information or have any questions please feel free to contact us as follows:

Kory Keller by phone (210)213-7035 or email kkeller@allenkellerco.com

Dan Kemp by phone (830)644-8309 or email dkemp@ssbtexas.com

Brian Kemp by phone (512)557-4737 or email bkemp105@gmail.com

We would like to close this transaction at the earliest date of your approval.

Best Regards,

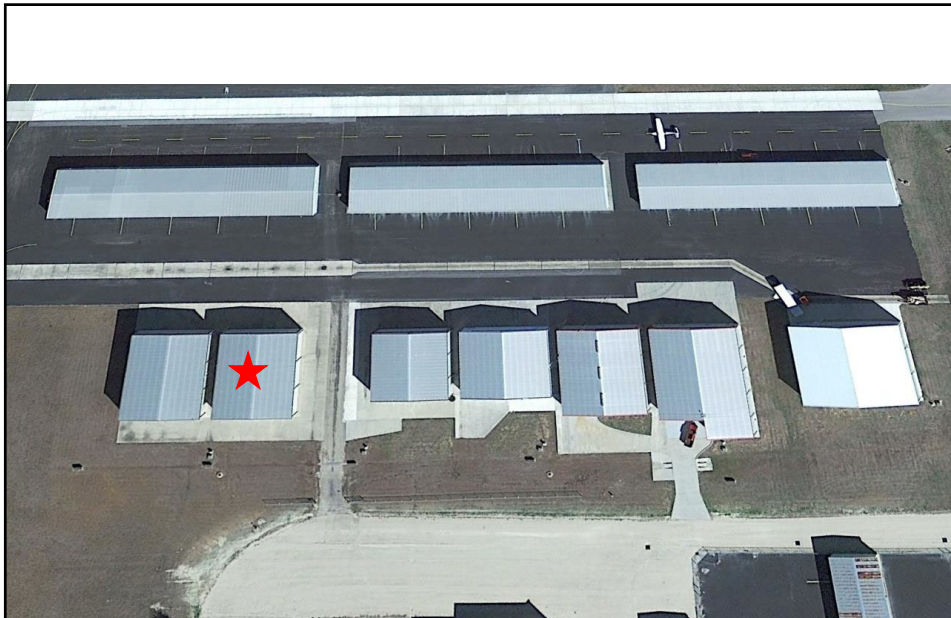
James F. Kemp

Kory Keller

Dan Kemp

Brian Kemp

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598 Airport Road, Fredericksburg

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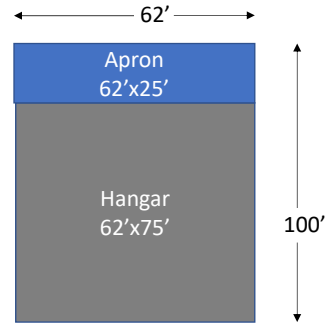
598 Airport Road, Fredericksburg

Current Lease (dated 08/01/2007)

- Lessee: James F. Kemp
- Start Date: 08/01/2007
- 30 year: 07/31/2037
- Lot size: 6200 sqft

Current Rent info:

- Price per sqft - ~\$0.20
- \$102.75 (monthly)



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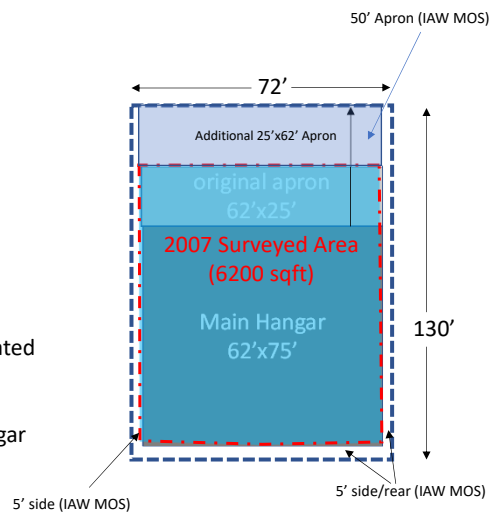
598 Airport Road, Fredericksburg

Proposed Lease

- New 30/10 lease
- New lease area - 9,360 sqft
- \$.20/sqft (current tier III rate)
- Expect lease - \$156.00 monthly

Leased Area:

- 9,360 sqft (72'x130')
- Included:
 - 6200 sqft (Original Surveyed lot, dated 08/06/2007)
 - Additional 25'x62' Apron
 - 5' on the sides and rear of the hangar



MOS – Gillespie County Airport Minimum Operating Standards

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AAB

- New Business Continued:
 - 224 Business Court, LLC request consent to sublease to the following:
 - Security State Bank and Trust- (2 Offices) Banking operations
 - Stoessel Group, LLC – (1 Office) Sporting Goods Sales (owner currently offices from home in FBG)
 - Charles T Holcomb, CPA – (1 Office) Accounting (owner currently offices from home in FBG)

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AAB

- New Business Continued:
 - SSBT/224 Business Court, LLC LOI:

Date: June 14, 2022

To: Gillespie County Airport Advisory Board

From: 224 Business Court, LLC – Mark Cornett, Jacob Grant, Clint Hawn

Re: Letter of Intent and proposal to transfer the leasehold ownership interest in the real property land located at 224 Business Court from 224 Business Court, LLC to Security State Bank and Trust.

Attn: Dave Smith, Chairman, Steve Allen, Co-Chairman and other Advisory Board members

Thank you for allowing us to present this letter of intent to you.

224 Business Court, LLC lease on the attached legal description desires your approval to transfer its leasehold interest in the real property as described in the legal description at 224 Business Court to Security State Bank and Trust.

Security State Bank and Trust has agreed and hereby desires to assume the lease with terms and conditions in the attached lease agreement between Gillespie County and 224 Business Court, LLC.

Upon your and Gillespie County's approval of this proposed transaction, Security State Bank and Trust agrees to enter into and execute a new ground lease with Gillespie County and 224 Business Court, LLC agrees to enter into and execute a lease termination agreement for the existing ground lease with Gillespie County.

Should you desire any additional information or have any questions please feel free to contact us as follows:

Dan Kemp by phone (830)644-8309 or email dkemp@ssbtexas.com

Mark Cornett by phone (210)213-1195 or email mark@cornettengineering.com

We would like to close this transaction at the earliest date of your approval.

Best Regards,
 Mark Cornett – 224 Business Court, LLC
 Dan Kemp – Security State Bank and Trust

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Business Park -Currently



- SSBT LOI for their expansion project on file since (9/13/21)
Note: Project discussion between SSBT and the AAB started in 2019
- 224 BC LLC's LOI for their expansion project on file since (3/9/22)
Note: the actual size of the lot is pending completion of detention pond

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SSBT Proposal

- Purchase the 224 BC LLC leasehold improvements and assume the ground lease, plus add the ~1.26 acres to the lease. In addition, SSBT wants to combine all "Business Park" leases into 1 lease.
- Cancel their LOI for the 2.55 acres



Lease to GT (Jacob Grant) Construction

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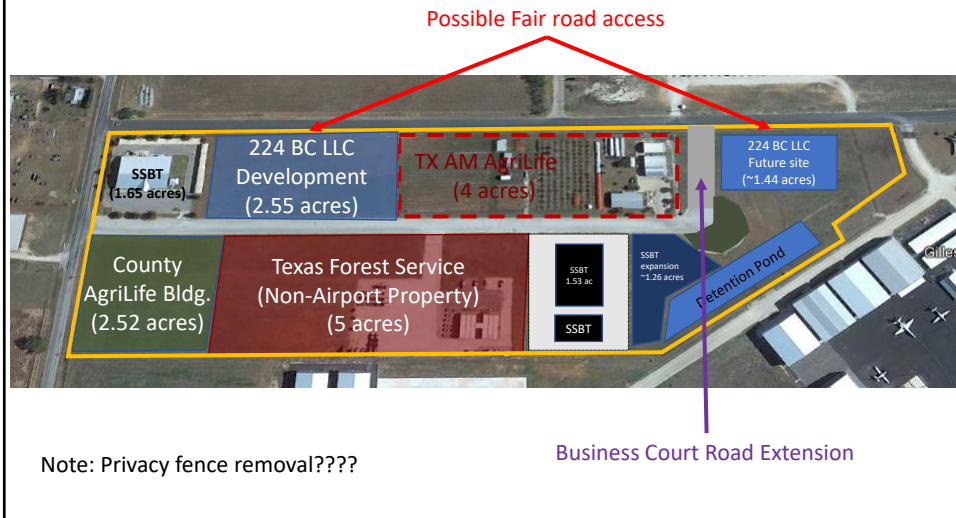
More details:

- 224 BC LLC's lot – 66,821 sqft...current rent - **\$1,114.03 monthly**
- Added 1.26-acre lot – 54,886 sqft – Est. rent - **\$915 monthly**
(Note: the actual size will need to be surveyed after the detention pond is completed)
- + 3% annual gross revenue of GT Construction's rent (+3% of any other sub-lease tenants)
- Additional minor items (Once the deal is done):
 - Pending AAB support and Court approval, SSBT will remove the garage doors from the north side of the first building and match the existing facade (note: SSBT knows that they need to get approval for all exterior changes)

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Future Plan for 224 Business Court, LLC



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Road Forward

- Present proposal to AAB for support (focus on the transfer of leasehold improvements and lease transfer)
 - Cancel the LOI for the 2.55 acres (note...it has never been presented to Comm Court)
- Meet with Judge to determine the preferred route (**new lease** or an assignment document with a lease amendment for the additional land)
 - Comm Kramer, Dave S., Tony L., Dan Kemp and members of 224 BC LLC
- Create a new lease or an assignment document with a lease amendment for the additional land
 - Survey of the ~1.26 acre lot needed (exhibit B?)
- Present to Comm Court for approval
- SSBT design the new exterior modifications
- SSBT present exterior changes to AAB for support/to Comm Court for approval
- When ready, 224 BC LLC present LOI IAW the development process.

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AAB

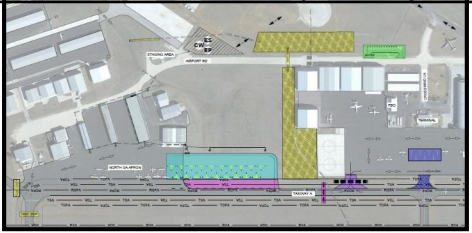


- **New Business Continued:**
 - **Stormwater Pollution Prevention Plan (SWPPP):**
 - Hill Country Storm Water & Environmental Compliance, LLC
 - Start up cost - \$3,250.00 (up to \$1,450.00 annually)
 - RAMP eligible
 - Note: Old agency – RPS Klotz...last contact May 2017
 - **Review/Approve quote to remove and replace Inop Beacon with LED Beacon (F&W)**
 - Quote - \$16,250.00 to Install L-801medium Intensity Rotating beacon on existing tower (LED) +\$700 (mobilization)
 - Reallocation of funds (line item 5909 (Sponsor share of CIP) – 6909) ~\$10K

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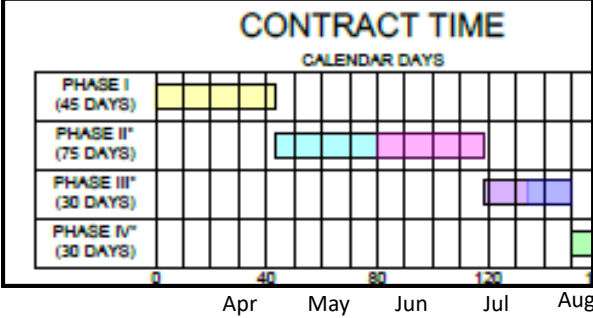
AAB



- Old Business:
 - Capital Improvement Projects (CIP)
 - Phase II update T82

CONTRACT TIME


CALENDAR DAYS

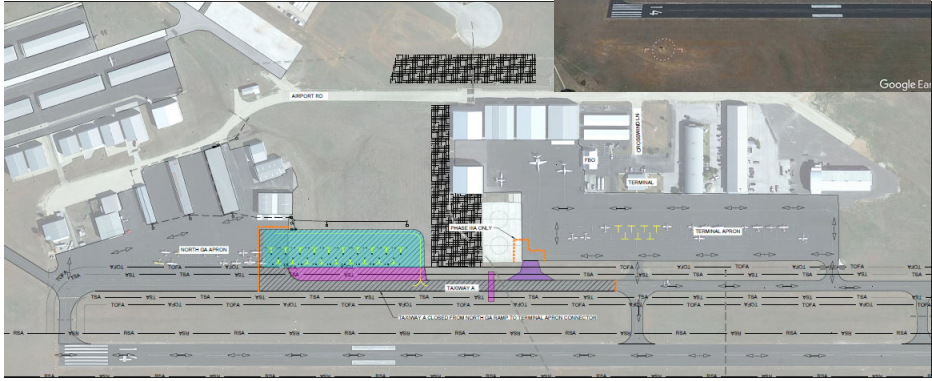


Phase	Duration (Days)	Start Date	End Date
PHASE I	45 DAYS	Apr 1	May 16
PHASE II*	75 DAYS	May 16	Jul 0
PHASE III*	30 DAYS	Jul 0	Jul 30
PHASE IV*	30 DAYS	Jul 30	Aug 29

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Taxiway Closures






LEGEND

- PHASE I*
- PHASE II*
- PHASE III (ADJUTIVE ALTERNATE I)
- PAVEMENT CLOSED FOR CONSTRUCTION
- TSA TAXIWAY SAFETY AREA
- TOFA TAXIWAY OBJECT FREE AREA
- AIRCRAFT ROUTE
- LIGHTED BARRICADE

CLOSURE SCHEDULE

CALENDAR DAYS



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AAB

• Old Business:

- Capital Improvement Projects (CIP)
 - Planning Study Update – CIP list and Property Map update
- “FAA Acknowledgment of Turf Options” update
 - Working with FAA Larry L. Satterfield, Aviation Safety, Flight Standards Service/Aviation Safety Inspector
- Update of Airport Leases Review project

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AAB

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

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