

Minutes of the
 GILLESPIE COUNTY AIRPORT ADVISORY BOARD
 Monday, July 20, 2020
 Zoom Meeting

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

CALL TO ORDER

The meeting was called to order at 1:31 PM by the Chairman, Mike Roberts

INTRODUCTIONS

First item of the meeting was the introduction of the recent EAA Scholarship winner, Ryan Majors. Judie Mooney discussed the details about the scholarship before handing it off to Ryan. He briefed the board on his background and his future plans.

Next, Courtney Walker was introduced to the board. Courtney is the daughter of Dick Estenson and has taken over the management of the Rhett Hawk building.

APPROVAL OF MINUTES

Minutes of the regular Jun 15, 2020 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.
 - Events:
 - TXDOT Virtual Conference (Aug 18-19).
 - ~~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~~
 - Santa Fly-in, sponsored by Crosswind – 19 Dec
 - Court Action – 2 items - Commissioners Court approved the renewal of the 3-year AWOS maintenance contract and the land use agreement with the TFS.
- The County T hangars occupancy update. The AM stated that we are 100% full...waiting list is at 21

NEW BUSINESS

- Water and fire hydrant project – The AM presented the board with a 4-phase project to get the north end of the airport up to fire code. The AM wants to use CARES act funds and RAMP funds to complete the projects. Phase I was completed last year with help from the TFS. It was the installation of the water line and fire hydrant at the TFS ramp. Phase II is the completion of the water line loop from the TFS fire hydrant to Tivydale road. It also includes a fire hydrant on northside of the Carruth Hangar. Phase III is the installation for 3 additional fire hydrants around the hangars on the north end, and finally, phase IV is the installation of a fire hydrant near the new business ramp.
 - The board approved the 4-phase concept, and unanimously recommended getting Commissioners Court’s approval for phase II once CARES ACT funds are available.

OLD BUSINESS.

- CIP phase II update. The AM told the board that TXDOT has not agreed to the fee schedule with Garver, so no movement has occurred
- Airport Zoning. No update was provided at the AAB meeting.
 - Update – On Jul 21st, the Commissioners recommended Dennis Neffendorf and Bob Hickerson as the County appointees. The appointment and oath will occur at the July 27th Commissioners Court meeting.
- RAMP Projects – The AM gave an update on the approved/future projects:
 - Fence update – The fence material has arrived, but they are waiting for utility lines to be marked before starting the installation.
 - North T-Hangar Pavement Project – The crack seal and slurry was completed on Jun 26th, and the repainting of the stripes was done on the 29th of June. A follow-up crack seal and slurry around the Fitz hangar was conduct on July 8th to correct missed areas.
 - Future project. The AM presented the board with a list of projects to determine whether the board would support in the future.
 - Electricity to front gate at a cost of ~\$2K + monthly charge. This would allow for the installation of lights on the front sign and lights around the C-47.
 - The board determined that it was not a priority
 - Repainting north ramp strips @ \$2K. During the crack seal project on the north t-hangar ramp, some of the painted strips were partially covered with tar. The AM recommended waiting until the pavement rehab project was completed in FY 22 because all the strips would be repainted at that time.
 - The board unanimously recommended conducting the project now and recommended getting Commissioners Court’s approval.
 - Airport Road fog @ \$22K. Precinct 3’s superintendent recommended fogging airport road to seal the gravel. He originally planned to provide the service with county crews, but due to workload, he asked the AM to get a quote from a private company (Alpha Paving).
 - The board supported the project, but the AM wanted to wait for further discussion with the County.
 - Fair drive privacy fence. The AM discussed his concerns with the privacy fence along fair drive. In 2000, when the business park was created, the City required the airport to install a privacy fence along fair drive to hide the business park. Over the last 20 years, the fence has received no attention, and it is starting to show its age. Pickets are starting to break, and the crossbeam are starting to warp. If the AM starts to replace the pickets, the fence will become an eyesore. With that said, the AM received two quotes for the fence: one to demo the fence only, and one to replace the pickets, crossbeams and brackets
 - Demo only - \$12k/Replacement of the pickets, crossbars and brackets- \$46K
 - The board supported the project but did not make any recommendations.

REPORTS

EAA report – Mrs. Mooney discussed a local pilot’s concerns about the crack seal and slurry project. Additionally, Mrs. Mooney requested an update on the alternate grass landing area. The AM mentioned that he requested an update from the FAA and TXDOT on the 20th but has not received any updates on the approval.

Dave Smith reviewed the June fuel sales and Tim Lehmborg reviewed the sale tax reports for the City and County.

Crosswind Update – The AM relayed information from Gwen. They have conducted several summer camp events and several more are planned. They have a ground school going, and about 6 student pilots flying at this time.

TFS Update – The AM relayed for the TFS. The fire season has arrived. A “Type 1” helicopter arrived last week, and the TFS expects to have SEATs under contract next week.

ADJOURNMENT (2:30 pm) and next our next meeting is Aug 17th.

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



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Agenda

1. Call to Order
 - a. EAA Scholarship winner
2. Approval of Minutes of the June 15th 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

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EAA Scholarship Winner

Ryan Majors

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AAB

- July's Minutes Approval – vote needed
- Airport Manager's Report
 - Event Update
 - 2020 Texas Aviation Conference – Virtual Conference (18-19 Aug)
 - BirdDog – 15-18 Sept (30-50 Aircraft) - *Cancelled*
 - 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 Jul 13th, CC approved a 3-year mx contract for AWOS and yearly Land-use agreement with TFS
 - T Hangar Occupancy – 100% (21)
- New Business

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Master Plan (Developed in 2018)



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How Do We Become Compliant?

- The Airport Manager developed 4 phases
- We will utilize RAMP funds and CARES Act funds

Note - If we don't, City will not issue anymore CO's until we do...Therefore, no more development to the north.

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Phase I (Review/Completed in FY'19)

- TFS Hydrant
 - GC split cost with TFS



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Phase II (CARES Act Funds)

- Add 1 new Hydrant
 - North of Carruth's Hangar
- Cost: \$46K



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Quote (For Phase II)

6/14/2020

Install 8" Waterline to Thydale Road.
 RE: Water Line Installation Proposal Gillespie County Airport

Item #	Description	Unit	Unit	Bid Amount	Bid Amount
		Amount	Measure	Units	Total
1	8" x 4" MJ Tapping Sleeve and Gate Valve	1	EA	\$5,000.00	\$5,000.00
2	4" C900 DR14 Pipe	1050	LF	\$35.00	\$37,100.00
3	1 Bay MULLER Fire Hydrant w/ 8" Gate Valve & 4" x 4" MJ Anchor Tee	1	EA	\$4,350.00	\$4,350.00
				Total	\$46,450.00

The project has been quoted turn-key

Install Hot Tap and Valve on City Water Main (Water Main appears to be located in the ditch)

Install 4" Water Pipe, Excavation, Pipe Bedding, Backfill, Haul-off of Unused Material to owners location, Chlorination, Pressure Testing, and Bacterial Testing

Install Fire Hydrants

Clean-up regrade and install Bermuda blend grass seed and fertilizer. (Owner shall provide watering)

Remove and re-compact

Insurance information is attached

Performance and Payment bonds can be supplied if required.

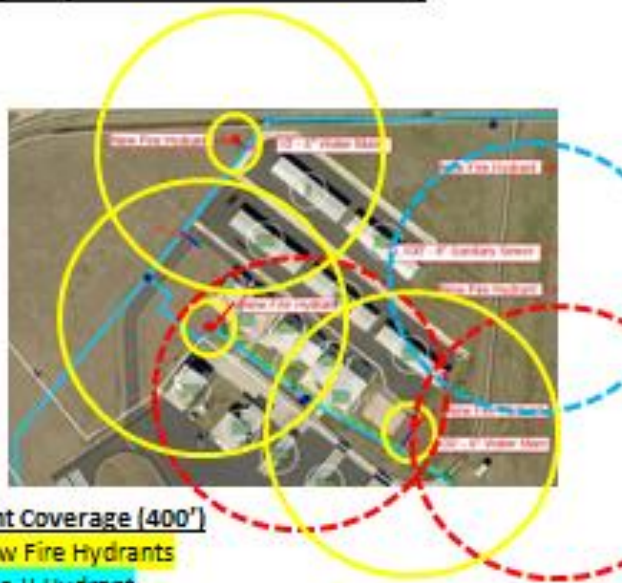
Estimated construction time will be 3 weeks

Note: Preliminary excavation of the existing water line will be required to determine the size and type. It will then take up to two weeks to receive the tapping sleeves.

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Phase III (RAMP Project/CARES Act Funds)

- Add 3 Hydrants
 - Near Snowden#3 (10')
 - Near Avery's (10')
 - Near Pulley's (100')
- Cost: \$25-30K



Fire Hydrant Coverage (400')
 Yellow – new Fire Hydrants
 Blue – Phase II Hydrant
 Red – Existing Hydrants

Quote (For Phase III and IV)

Proposal to install Fire Hydrants at various locations

NO: Install Fire Hydrants, Various Locations

Item #	Description	Unit	Unit Measure	Est Amount	Est Amount
		Amount		Units	Total
1	4" x 4" MI Tapping Sleeve and Gate Valve	4	EA	\$5,000.00	\$20,000.00
2	4" C900 DRII Pipe	240	LF	\$36.00	\$8,640.00
3	4" Bay MCELLER Fire Hydrant	4	EA	\$3,500.00	\$14,000.00
				Total	\$42,640.00

The project has been quoted to install 4 each hydrants in one modification, additional modification cost will be charged at

4	\$2,500.00	1	EA	\$2,500.00	\$0.00
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The project has been quoted turn-key

Install Hot Taps and Valves on Existing 4" Water Main

Install 4" Water Pipe, Excavation, Pipe Bedding, Backfill, Haul-off of Unused Material to owners location, Chlorination, Pressure Testing, and Sectional Testing

Install Fire Hydrants

Clean-up/grade and install Bermuda blend grass seed and fertilizer. (Owner shall provide watering)

Insurance information is attached

Performance and Payment bonds can be supplied if required

Note: Preliminary excavation of the existing water line will be required to determine the size and type. It will then take up to two weeks to receive the tapping sleeve.

4079 Goehmann Lane, Fredericksburg, Texas 78624
 512-736-8665-Cel, Bob@RockinQ.com

Phase IV (FY '22)(RAMP)

- Add Fire Hydrant near Mid field Ramp
 - 300'
- Cost: \$17.5K



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AAB

- New Business Continue
 - Rhett Hawk/Courtney Walker
- 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

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AAB

- Old Business Continue
 - Airport Zoning Ordinance/JAZB update
 - City appointments – Gary Neffendorf and Bobby Watson
 - RAMP project updates
 - Fence installation – Waiting on utility marking
 - Pavement rehab – Completed/review
 - Future Projects
 - Electricity to front gate - \$2K + monthly charge
 - Repainting north ramp strips - \$2K
 - Airport Road fog - \$22K
 - Fair road fence
 - Demo - \$12k
 - Replace pickets/crossbars and brackets- \$46K

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AAB

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

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July 2020 Fuel Market 2020

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
Aviation - Gals													
Change in Services @ Retail	4,300	6,700	7,000	6,200	10,470	11,000							
Net Total Av/Gal Market '20	4,300	6,700	7,000	6,200	10,470	11,000							
Total Market, Same Month, Prior Yr	7,200	8,200	10,200	10,000	7,800	9,170	9,800	11,000	11,200	10,000	10,000	8,200	100,000
Percent Growth (Decline)	-40%	-18%	-31%	-39%	34%	20%	10%	11%	12%	10%	10%	20%	10%
Cumulative YTD - This Year	4,300	10,900	17,900	24,100	34,570	45,570	56,570	67,570	78,570	89,570	100,570	111,570	111,570
Last Year	7,200	15,400	25,600	35,600	43,400	52,570	62,370	73,370	84,370	95,370	106,370	117,370	117,370
Percent Growth (Decline)	-40%	-29%	-30%	-32%	20%	15%	11%	12%	12%	12%	12%	12%	10%
% Total by Month	21.7%	27.0%	30.1%	34.0%	40.0%	45.7%	49.0%	50.0%	50.0%	50.0%	50.0%	50.0%	50.0%
Jet A - Gals													
Change in Services @ Retail	22,000	22,000	10,000	7,770	10,000	27,000							
Net Total Jet A Market '20	22,000	22,000	10,000	7,770	10,000	27,000							
Total Market, Same Month, Prior Yr	12,000	12,000	14,000	21,100	17,700	22,200	24,200	24,200	22,200	22,200	22,200	27,000	200,000
Percent Growth (Decline)	83%	83%	-29%	-63%	57%	23%	12%	12%	12%	12%	12%	20%	10%
Cumulative YTD - This Year	22,000	44,000	54,000	61,770	71,770	98,770	125,770	142,770	160,770	178,770	196,770	214,770	214,770
Last Year	12,000	24,000	38,000	59,100	76,800	98,970	123,170	147,370	171,570	195,770	220,970	246,170	246,170
Percent Growth (Decline)	83%	83%	-29%	-63%	57%	23%	12%	12%	12%	12%	12%	20%	10%
% Total by Month	16.3%	12.4%	17.3%	16.7%	16.7%	19.4%	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%
Total Fuels													
Total Fuels Market '20 - Gals	26,300	28,700	17,000	14,100	20,470	38,000							
Total Market, Same Month, Prior Yr	19,200	20,200	24,200	31,100	25,500	31,400	34,000	35,200	33,200	32,200	32,200	35,200	100,000
Percent Growth (Decline)	37%	43%	-29%	-55%	20%	21%	12%	12%	12%	12%	12%	20%	10%
Cumulative YTD - This Year	26,300	55,000	72,000	86,100	106,570	144,570	182,570	220,570	258,570	296,570	334,570	372,570	372,570
Last Year	19,200	34,400	58,600	89,700	115,200	146,670	180,670	214,670	248,670	282,670	316,670	350,670	350,670
Percent Growth (Decline)	37%	58%	-20%	-27%	10%	15%	12%	12%	12%	12%	12%	20%	10%
% Total by Month	19.2%	12.4%	17.3%	16.7%	16.7%	19.4%	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%
Market Change by Quarter													
Market by Quarter				1st		2nd			3rd			4th	YTD Total
Percent change 2019 to 2020				-29%		-40%			-10%			-10%	-10%
YTD 2020 Total Fuels by Quarter				45,570		76,570			106,570			111,570	338,280
YTD 2019 Total Fuels by Quarter				59,100		98,970			123,170			146,170	350,670

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MAY SALES RECEIPTS

July Sales Tax Report

City of Fredericksburg

	2020	2019	2018	2017	2016
JAN	563,533	472,130	505,688	447,026	421,348
FEB	665,662	515,699	551,180	503,137	504,054
MAR	409,129	422,348	385,720	354,516	360,505
APR	425,288	459,157	448,258	387,281	357,476
MAY	496,712	525,044	582,147	505,120	520,258
JUN	382,696	517,503	473,663	440,508	410,530
JUL	520,678	488,688	509,059	446,066	419,370
AUG	549,072	515,979	473,663	482,009	461,296
SEP	543,832	494,831	421,828	421,828	413,510
OCT	473,296	459,743	409,010	409,010	398,968
NOV	499,536	485,236	453,836	453,836	452,137
DEC	551,668	501,282	439,823	439,823	425,981
Total	3,397,664	6,119,981	5,882,616	5,390,266	5,204,989

	Jul 20	Jul 19	Change	YTD 2020	YTD 2019	Change
Fredericksburg	520,678	488,688	6.54%	3,397,664	3,502,457	-3.01%
Gillespie County	257,390	237,414	8.41%	1,738,967	1,627,360	6.80%
Combined	778,068	726,102	7.16%	5,136,631	5,129,817	0.12%

Gillespie County

	2020	2019	2018	2017	2016
JAN	233,548	222,000	220,121	194,363	175,218
FEB	312,136	287,644	281,631	264,046	254,424
MAR	215,472	199,289	179,841	165,282	150,478
APR	263,987	213,829	204,222	178,713	161,767
MAY	248,979	243,137	241,178	227,717	226,091
JUN	275,445	243,857	225,368	201,849	187,273
JUL	257,390	237,414	227,268	198,574	181,229
AUG	245,748	235,240	225,240	212,337	212,861
SEP	239,854	221,221	182,182	182,182	179,839
OCT	211,567	197,431	176,581	176,581	168,841
NOV	478,060	219,265	207,168	207,168	196,293
DEC	268,189	228,034	204,596	204,596	190,146
Total	1,738,967	3,095,803	2,649,830	2,408,387	2,298,857

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

CITY	% change month	% change ytd	COUNTY	% change month	% change ytd
Fredericksburg	6.54	(3.01)	Gillespie	8.41	6.86
Kernville	11.03	4.61	Kerr	11.87	8.80
Boerne	3.90	2.55	Kendall	5.70	5.50
Llano	14.66	8.53	Llano	16.78	8.99
Marble Falls	10.13	1.20	Burnet	7.68	1.17
Bandera	21.76	11.55	Bandera	27.89	16.05
Johnson City	28.08	15.20	Blanco	22.44	16.77
Brenham	(5.01)	(2.36)	Washington	(3.97)	(7.80)
New Braunfels	2.92	4.99	Cornal	4.77	8.52
Rockport	16.99	3.38	Aransas	19.25	7.84
Corpus Christi	(2.07)	(3.41)	Nueces	(1.47)	(4.20)
Austin	(9.81)	(0.17)	Travis	(8.65)	0.55
San Antonio	(3.64)	(2.74)	Bexar	(3.12)	(2.14)
Houston	(13.07)	(3.18)	Harris	(11.40)	(2.74)
Dallas	(12.02)	(2.18)	Dallas	(5.41)	(1.27)
State (Cities)	(1.24)	0.15	State (Counties)	(1.02)	0.12

Shaded numbers are worse than ours.

MAY SALES RECEIPTS (ADJUSTED)

July Sales Tax Report

City of Fredericksburg

	2020	2019	2018	2017	2016
JAN	314,315	305,293	498,771	498,030	422,134
FEB	655,881	627,467	560,001	537,375	559,247
MAR	488,196	421,188	381,725	432,032	364,574
APR	433,882	408,824	440,535	367,972	359,394
MAY	491,535	574,201	558,505	525,494	615,886
JUN	372,837	509,173	485,186	445,867	414,373
JUL	526,925	495,359	500,310	441,043	419,894
AUG		583,800	623,400	490,692	457,808
SEP		534,729	479,047	428,188	416,583
OCT		475,679	467,183	401,845	386,175
NOV		508,419	494,886	459,829	464,330
DEC		540,085	467,382	440,915	428,411
Total	3,398,781	6,152,318	5,838,881	5,383,022	5,205,787

	Jul 20	Jul 19	Change	YTD 2020	YTD 2019	Change
Fredericksburg	526,925	495,559	4.94%	3,398,781	3,541,706	-4.04%
Gillespie County	257,144	240,232	7.04%	1,740,837	1,640,740	6.09%
Combined	777,109	735,791	5.63%	5,139,618	5,182,446	-0.83%

Gillespie County

	2020	2019	2018	2017	2016
JAN	239,182	233,420	215,934	189,900	175,729
FEB	306,985	272,365	295,749	242,586	252,662
MAR	215,571	187,138	179,641	186,372	151,775
APR	206,535	187,753	200,423	170,953	162,434
MAY	241,779	269,801	240,584	233,000	237,360
JUN	271,461	240,271	229,640	204,548	189,238
JUL	297,144	240,232	223,282	195,868	181,481
AUG		243,223	238,380	212,809	210,941
SEP		235,980	218,794	184,622	181,194
OCT		212,502	196,721	173,363	164,365
NOV		482,010	223,284	208,493	201,835
DEC		262,289	212,117	205,433	190,818
Total	1,740,837	3,075,824	2,833,719	2,408,777	2,296,529

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



Questions

Next Meeting: Aug 17th