

Minutes of the  
GILLESPIE COUNTY AIRPORT ADVISORY BOARD  
Monday, July 19, 2021  
@ Terminal Building

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MEMBERS PRESENT:	STAFF PRESENT:	GUESTS PRESENT:
Mike Roberts	Tony Lombardi, Manager	Tessa Waghorn, Tac Aero
David Smith	Bobby Watson, City	Kris Finkbeiner, Tac Aero
Tim Lehmberg	Dennis Neffendorf, County	Tim Pierson, TFS
Greg Snelgrove		
Judie Mooney, EAA Rep		
Steve Allen		
Absent		
Bob Hickerson		

### 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 Jun 21, 2021, meeting were approved.

- On Jun 28th...Email vote on the Rhett Hawk request to get approval to sublease an office space to Mitchell Aero, LLC and the request to recommend consent to conduct business.

### 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
    - BirdDog Flyin, 14-17 Sept
    - Meyers Aircraft Owners Association Reunion, 22-26 Sept
    - EAA's Airport Day, 2 Oct
    - Santa's Fly-in, 21 Dec (1-3pm)
    - Aviation Career Day, 12 Apr 2022
  - Court Action – On 06/28, the Court approved the installation of the security system. On 07/26, the Court approved the t-hangar lease for Mary Rohrer and approved to give consent to Rhett Hawk to sublease to Mitchell Aero, LLC and gave authorization to Mitchell Aero, LLC to operate an aviation service business. In addition, the court disapproved the lender's request to add a memorandum to the 224 Business Court LLC lease.
- T-hangars occupancy update. The AM stated that we are 100% full...waiting list is at 28.
- Eclipse Planning – The AM gave a quick summary of the last regional planning meeting on Jun 29<sup>th</sup>. He mentioned that Gillespie County is way ahead of the other regional cities with their planning. The next local meeting is scheduled for Aug 26<sup>th</sup>, and the AM hopes to organize the airport planning board

following the Sept AAB meeting. (suggested committee members: 2-3 AAB members, EAA rep, hotel/diner rep, FBO rep)

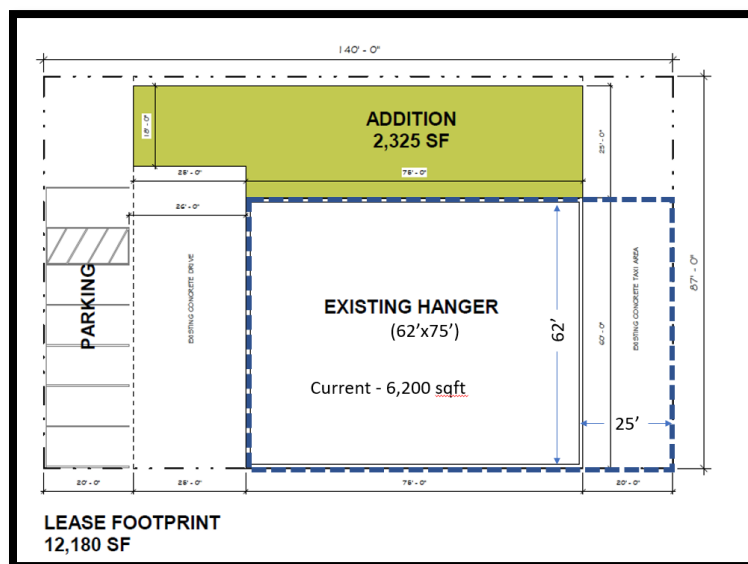
- Airport Status – the AM notified the board that everything is in the “green”. The temperature sensor was removed and replaced to repair the AWOS’ intermittent temperature readouts. The AM also mentioned that he conducted an evaluation of the LED solar taxiway reflector lights. After checking all 273 lights, the AM discovered that 31 lights are totally inop, 2 are missing, and 28 are partially inop. Even though these failures are premature (the LED light lifespan are manufactured for a 3-5 years lifespan), the board recommended to continue to use these lights, and asked the AM to replace all the inop lights. The AM plans to wait after the pavement project is completed to prevent damaging the new lights.
- Bob Hickerson’s Resignation. The AM notified the board that Bob has resigned from the board effective immediately. (Update: Bob’s resignation letter was sent to the Judge on 07/26/21)
- AM Vacation (20-23 July)...The AM notified the board that he will be out of the office for the rest of the week, and Steve Allen has volunteered to oversee any aviation emergencies.

## OPEN FLOOR

- Crosswind Update – Since Gwen was not at the meeting, the AM reviewed her flight school activity with the board. The AM mentioned that the ground school has its final class on Saturday, and they should start flying soon.
- Tac Aero Update – Tessa and Kris also provided an update to the board on their maintenance shop activity and their flight school.
- TFS Update –Finally, Tim Pierson provided an update from the Forest Service. He doesn’t expect a deployment this year (knock on wood) to T82. He mentioned that a lot of the airborne asset are already deployed to support the western US fires.

## NEW BUSINESS

- Chris Avery’s Letter of Interest (Private Hangar modification). Since Chris Avery’s “Letter of Interest” to build a business hangar in the “buffalo wallow” was tabled for the foreseeable future, Chris changed his plans to request to modify his private hangar. Chris plans to sub-lease the hangar to Tac Aero’s tailwheel academy.



Here are some of the discussed topics:

- Converting a Private Hangar to Business Hangar. Mr. Avery must comply with the “Minimum Operating Standards” (MOS).
  - MOS requirements:

- Publicly display in a location on the exterior of the building, signage that identifies the business, lists the normal hours of operation and provides an after-hours telephone point of contact.
- Provide separate rest room facilities for men and women, which comply with the Architectural Barriers Act, for the use of customers.
- Provide adequate, serviceable fire suppression equipment.
  - According to Fire Marshall: must have an exterior exit door to egress without going through the aircraft storage area; must have the proper number of fire extinguishers; and must have emergency exit signs and lights.
- Lease sufficient land to provide adequate parking for customers and employees.
  - 20'x10' per spot
  - According to the City:
    - Office requires 1 space per 400 square feet.
    - Conference rooms/Classrooms require 1 space per 5 persons capacity.
    - Once the floor plan is created, we can determine the number of parking spots
- In addition to complying with the MOS requirements, Mr. Avery must comply with current Sub-lease requirements:
  - The Lessee agrees to pay to Lessor the sum of 3 (three) percent of gross revenue for leased space within the facility.
  - Lessee must get CC approval to sub-lease
  - Sublease tenants must get consent to operate at T82
- The final discussion topic was Mr. Avery's request to get a new 30-year lease. His current lease expires July 31, 2037. The AM mentioned that if we proceed down the new lease path that we would have to apply the new MOS requirements (i.e. 50' apron & 5' side requirements). This would increase the required lease land to 16,005 sqft (165'x 97').
- The board unanimously recommended going to phase II of the airport development process and would like to know what the plan is for the other LOI Mr. Avery submitted last month.
- FY22 Pavement Project (on Jun 22<sup>nd</sup>, the AM and the Judge were notified by TxDOT that the State-wide pavement project planned for FY22 was delayed 1-2 years). The AM reviewed some of the actions taken since the notification:
  - On Jun 24<sup>th</sup>, the AM held a local meeting with Mary Rohrer (Kerrville AM) to discuss our options
  - On Jun 25<sup>th</sup>, the AM, Mr. Smith, Mr. Snelgrove and Comm Neffendorf met with Judge Strocher to get his direction/support
  - On Jun 25<sup>th</sup>, Greg S. contacted Dan Harmon (TXDOT Aviation's Director) to discuss our funding issue.
  - On Jun 28<sup>th</sup>, Greg S. briefed Comm Court to get their support
  - Other actions:
    - Multiple news articles were released from Odessa and 1 from Kerrville
    - Multiple groups/individuals from our community and Kerrville sent letters to the Governor, Lt Governor and the Speaker.
  - On Jun 25<sup>th</sup>, the AM asked the Texas Airports Council for assistance on this situation.
  - On July 13<sup>th</sup>, the AM received a call from Dawn Buckingham's Assistant (Britton Davis). He said the Senator is actively investigating our CIP funding issue. Mr. Davis mentioned that the diversion of funds to the Odessa Airport-Schleymeyer Field caught everyone off guard, and this included TXDOT, the Lt Governor and the Governor. Mr. Davis also said the Lt Governor is very upset about this and has his staff looking into ways to refund TXDOT (and our project).

- On July 13<sup>th</sup>, the Ector County Commissioners Court voted unanimously on Tuesday to reject \$15 million from a rider amendment in the state transportation budget that was passed without the county's knowledge or consent this past legislative session.
- On July 14<sup>th</sup>, the President of the Texas Airports Council (whose airport was also affected) sent out a request to all the members to send letters to the Governor, Lt Governor and the Speaker.
- On July 16<sup>th</sup>, the AM received a call from Dawn Buckingham's Assistant (Britton Davis) to let us know that everyone is aware that Odessa rejected the fund, and that they are trying to figure out how to redirect the funds back to TXDOT.
- On July 19<sup>th</sup>, Greg S. once again contacted Dan Harmon (TXDOT Aviation's Director) to discuss updates to our funding issue.
- Finally, The AM reviewed a quote for just crack seal of the terminal and north ramp, if the project gets delayed. The quote was for ~\$38K.

## **OLD BUSINESS.**

- CIP updates:
  - Phase II update. The AM summarized the Design Review meeting with TXDOT and Garver with the board. The AM mentioned that the estimated cost for the project was discussed, and TXDOT said that they have the funds to cover the overage, if Gillespie County covers their 10% (sponsor's share). The AM mentioned that Garver received their "Notice to Proceed" letter on 06/24/21, with a final design due date of 07/22/21.
  - Planning Study Update. The AM mentioned that TXDOT has received the funds from Gillespie County, and Garver has received their "Notice to Proceed" letter. Kick off meeting is scheduled for July 30<sup>th</sup>.

## **REPORTS**

EAA report – Mrs. Mooney had nothing to report.

David Smith reviewed the fuel sales for last month (with the growth of the fuel sales, the FBO is looking into getting another fuel truck), and Tim Lehmberg reviewed the sale tax reports for the City and County.

**ADJOURNMENT (3:08 pm) and next our next meeting is Aug 16th.**

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