

Minutes of the
 GILLESPIE COUNTY AIRPORT ADVISORY BOARD
 Monday, Sept 21, 2020
 Zoom Meeting

MEMBERS PRESENT:	STAFF PRESENT:	GUESTS PRESENT:
Mike Roberts	Tony Lombardi, Manager	Lucas Walker
David Smith	Dennis Neffendorf	Gwen Fullbrook
Gary Stehling	Bobby Watson	John Robinson
Bob Hickerson		
Judie Mooney, EAA Rep		
Steve Allen		
Tim Lehmborg		
Absent		

CALL TO ORDER

The meeting was called to order at 1:32 PM by the Chairman, Mike Roberts

APPROVAL OF MINUTES

Minutes of the regular Aug 17, 2020 meeting were approved.

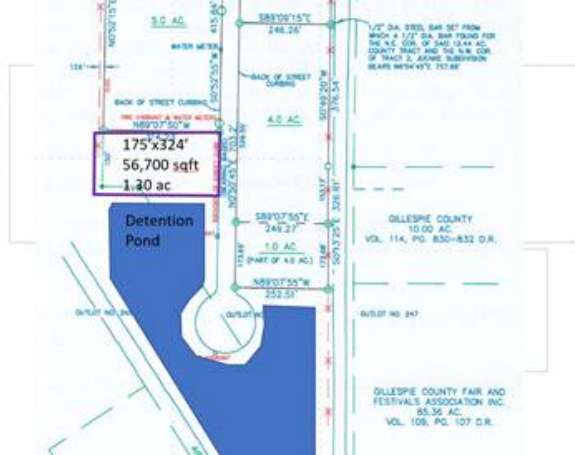
AIRPORT MANAGER’S REPORT

- Upcoming Events/Court Actions – The AM reviewed the upcoming events for the airport and the recent commissioners court actions.
 - Events:
 - EAA Airport Day – 3 Oct (Canceled)
 - TX V-tails formation training – 6-8 Nov
 - Santa Fly-in, sponsored by Crosswind – 19 Dec
 - Court Action – The AM reviewed the following 2 items - On Aug 24th, the Court approved the installation of 2 fire hydrants on the north end of the airport. On Sept 7th, the Court approved the FY21 RAMP contract.
- CPI adjustment – The AM notified the board of the recent release of the Consumer Price index (CPI). The CPI increased 1.3%, and the AM adjusted all the ground leases accordingly.
- TFS report – The AM relayed the following information from the TFS. The TFS has deemed that the fire season is over and redeployed all their fire fighting assets. The data below is a summary of the entire season.
 - Flight Hours – 166
 - Drops – 495
 - Water gallons – 263,590
 - Fire retardant gallons – 51,951
 - Total gallons – 315,541
- T-hangars occupancy update. The AM stated that we are 100% full...waiting list is at 22

- Local questions – a local lease holder inquired to see if the County/Airport would provide the lease holders with an incentive to pay their lease amount in whole for the year versus paying monthly (like the County T-hangar tenants). The board rejected the idea for 2 main reasons. First, all of the leases would have to be amended and approved by Commissioners Court. Secondly, the loss of revenue without any incentive to the County was not appealing to the board.

NEW BUSINESS –

- New Business Park Development – Jacob Grant and Mark Cornett presented the board with a “Letter of Interest” to relocate Mr. Grant’s business to the Business Park. They also included a sketch of the proposed building site. Mr. Grant would like to build 2 buildings on the ~1.30ac lot south of the TFS land. The building near the street would be rented out to tenants needing warehouse or office space. The rear building would be used for Mr. Grant’s construction/real estate development business.



- Board Discussion: Mr. Smith identified two issues with the LOI. First, the LOI stated in the future the possibility of converting the rear building into an aircraft hangar. The Board denied this request. This area is designated as non-aeronautical and cannot be used for aviation operations at the airport. The second issue was about storm water drainage. Mr. Grant requested that the County/Airport require the TFS not to allow storm water drain on their property. Mr. Smith made it clear that neither the County nor the Airport controls that property. This matter is between the City, TFS and Mr. Grant, and therefore should be removed from the LOI. After the discussion, the Board requested Mr. Grant make the changes to his LOI and resubmit for consideration.

OLD BUSINESS.

- CIP phase II update. The AM reported the outcome of the Sept 16th meeting between TXDOT and Gillespie County. Due to unforeseen issues with the existing Klotz engineering plans for phase II, TXDOT is requiring new plans to be created, thus requiring a new RFQ process be started. The new RFQ should be released within the next 3 weeks, and the Airport will start the Consultant Engineering selection process again. The AM provided the board with his new phase II timeline:

Task	Weeks	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
1 Notify Garver	2	■											
2 Draft/release RFQ	2	■	■										
3 RFQ responses	3		■	■									
4 Consultant selection/CC approval	1 to 3			■	■								
5 Fee agreement negotiations	4			■	■	■							
6 Scope/pre-design meeting	2				■	■							
7 Create engineer drawings	4 to 6					■	■	■					
8 Draft/release RFP for contractor selection	2						■	■					
Contractor RFP response	3							■	■				
9 Contractor selection and CC approval	3								■	■			
10 Preconstruction Meeting	2									■	■		
11 Construction Start	1										■		

REPORTS

EAA report – Mrs. Mooney stated that there is nothing to report from the EAA group.

Dave Smith reviewed the Aug fuel sales and Tim Lehmborg reviewed the sale tax reports for the City and County. David Smith told the board that the FBO is forecasting a 5-10% drop in fuel sales this year and emphasized that is not bad.


Crosswind Update – Gwen provided an update to her flight/ground school, her new pilot shop. She stated that the flying school going well. They currently have 20 students, and they plan to add a Stearman aircraft.

ADJOURNMENT (~2:05 pm) and next our next meeting is Oct 19th.

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
2. Approval of Minutes of the Aug 17th 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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AAB

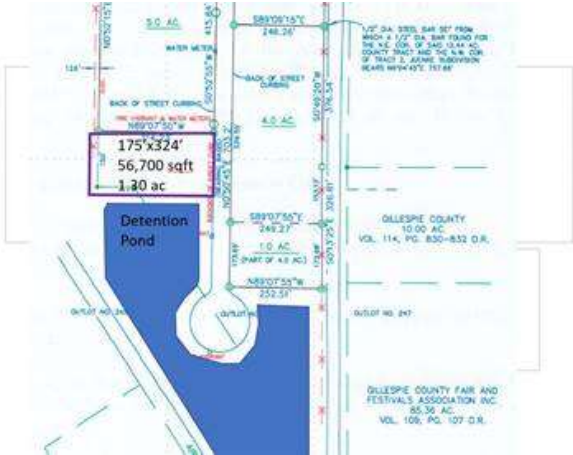
- Aug's Minutes Approval – vote needed
- Airport Manager's Report
 - Event Update
 - EAA Airport Day – 3 Oct Canceled
 - TX V-tails formation training – 6-8 Nov
 - Santa Fly-in, sponsored by Crosswind – 19 Dec
 - Court Review – On Aug 24th, Court approved the installation of 2 fire hydrants on the north end of the airport. On Sept 7th, the Court approved the FY21 RAMP contract
 - CPI update – the CPI increased rents by 1.3%...effective Oct 1st
 - TFS Fire Support Report
 - Flight Hours – 166
 - Drops – 495
 - Water gallons – 263,590
 - Fire retardant gallons – 51,951
 - Total gallons – 315,541
 - T Hangar Occupancy – 100% (22)

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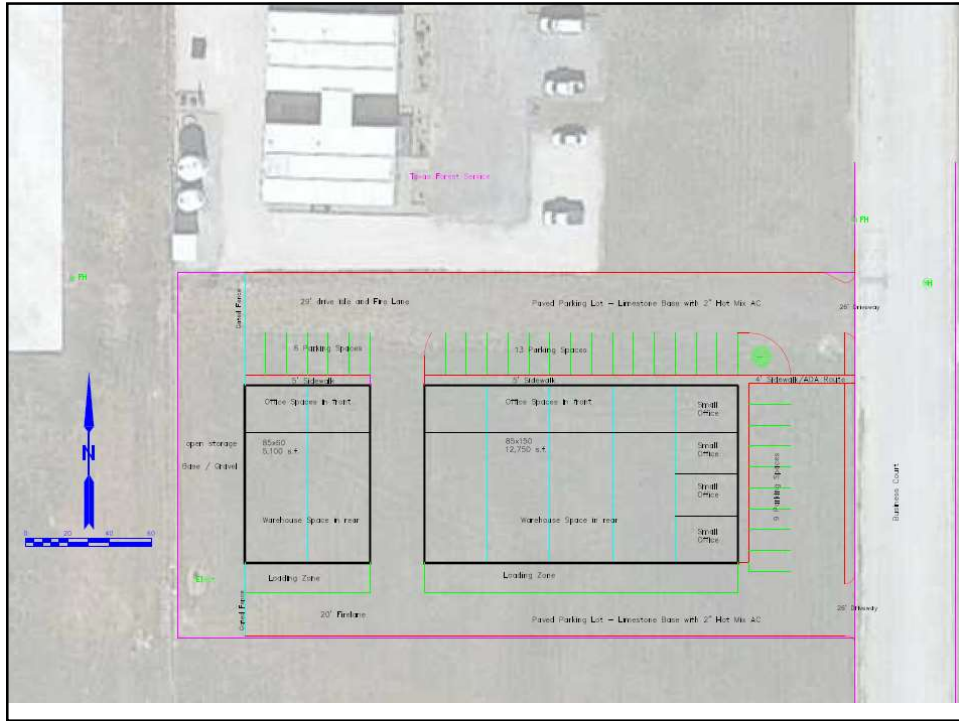
AAB

- New Business –
 - Business Park LOI

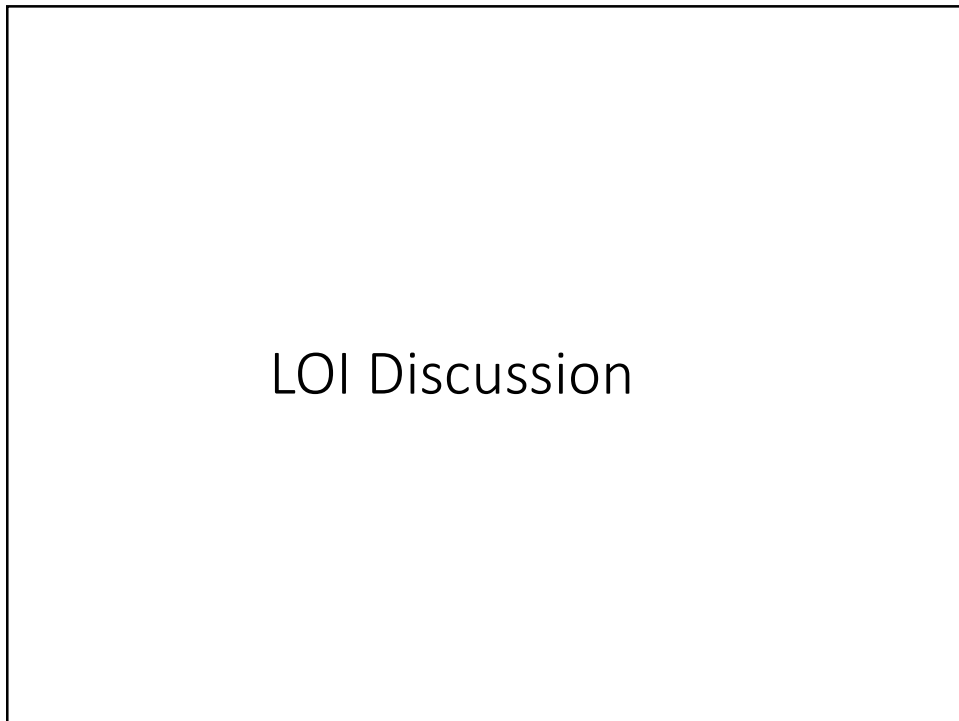


The diagram is a detailed site plan for a proposed business park. A central rectangular area is highlighted in pink and labeled with dimensions: 175' x 324', 56,700 sqft, and 1.30 ac. Below this area is a blue-shaded 'Detention Pond'. The plan shows various utility lines, setbacks, and property boundaries. Key features include 'BACK OF STREET CURBLINE' and 'WATER METER'. Several bearings and distances are noted, such as 'S89°07'50"E 248.27''. The plan also references 'GILLESPIE COUNTY VOL. 114, PG. 830-832 O.R.' and 'GILLESPIE COUNTY FAIR AND FESTIVAL'S ASSOCIATION INC. 85.39 AC. VOL. 106, PG. 107 O.R.'.


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AAB

- Old Business
 - CIP Phase II update
 - Actions:
 - (New) TXDOT/Gillespie County Video Conference (Wed, Sept 16th)
 - We are starting Over
 - New Timeline:

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1 Notify Garver	2												
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AAB

- Old Business Continue
 - Airport Zoning Ordinance/JAZB update
 - Board Members – Mayor Gary Neffendorf, Councilman Bobby Watson, Commissioner Donnie Schuch and Judge Mark Stroehner
 - RAMP project updates
 - All projects were completed
 - \$92K
 - Water Line/Fire Hydrant (Cares Act Project) - Update

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AAB

- EAA report/update/comments
- Comments-[FBO](#), [EDC](#), Crosswind, Board, Visitors

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T82 Fuel Market 2020													9/11/2020
	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	6,333	10,472	11,518	10,534	11,550					
Net Total AvGas Market T82	6,355	8,732	7,920	6,333	10,472	11,518	10,534	11,550					
Total Market, Same Month, Prior Yr	7,923	8,036	10,023	13,510	7,901	9,171	9,995	11,337	11,298	10,898	10,949	8,377	119,417
Percent Growth (Decline)	-20%	9%	-21%	-53%	33%	26%	5%	2%					
Cumulative YTD - This Year	6,355	15,086	23,007	29,340	39,812	51,330	61,864	73,414					
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%	86%	-9%	-7%	-6%					
% Total by Month	21.7%	27.6%	32.5%	44.9%	40.9%	29.2%	32.2%	25.9%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
Jet A - Gals													
Gillespie Air Services @ Retail	22,969	22,910	16,456	7,777	15,102	27,991	22,191	33,107					
Net Total Jet A Market T82	22,969	22,910	16,456	7,777	15,102	27,991	22,191	33,107					
Total Market, Same Month, Prior Yr	15,890	18,391	24,888	21,119	17,755	22,229	24,246	30,339	33,338	32,507	22,514	27,821	299,038
Percent Growth (Decline)	43%	25%	-34%	-63%	35%	-36%	-8%	-14%					
Cumulative YTD - This Year	22,969	45,889	62,335	70,112	85,214	113,205	135,396	168,504					
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%	-13%	-6%	-6%	-8%					
% Total by Month	78.3%	72.4%	67.5%	55.1%	59.1%	70.8%	67.8%	74.1%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
Total Fuels													
Total Fuels Market T82 - Gals	29,324	31,642	24,376	14,110	25,573	39,509	32,725	44,657					
Total Market, Same Month, Prior Yr	23,813	28,427	34,911	34,029	25,056	31,400	34,241	43,676	44,636	43,406	33,464	36,199	418,455
Percent Growth (Decline)	23%	20%	-30%	-59%	0%	26%	-4%	-10%					
Cumulative YTD - This Year	29,324	60,968	85,342	99,453	125,026	164,535	197,260	241,917					
Last Year	23,813	50,239	85,150	119,779	145,435	176,835	211,076	260,752	305,387	348,793	382,257	418,455	
Percent Growth (Decline)	23%	21%	0%	-17%	-14%	-7%	-7%	-7%					
Market Change by Quarter													
Market by Quarter			1st		2nd		3rd		4th	YTD Totals			
Percent change 2019 to 2020			0%		-14%								
Year 2020 Total Fuels by Quarter			85,342		79,183		128,552		113,068	164,535			
Year 2019 Total Fuels by Quarter			85,150		91,685					418,455			

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JULY SALES RECEIPTS (ADJUSTED)						
September 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	600,001	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	515,868	
JUN	372,837	509,173	485,166	445,867	414,373	
JUL	520,025	495,559	500,310	441,043	419,304	
AUG	609,900	553,660	523,400	480,652	457,926	
SEP	526,817	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	4,535,498	6,152,318	5,838,691	5,393,022	5,205,787	
			Sep 20	Sep 19	Change	YTD 2020 YTD 2019 Change
Fredericksburg			526,817	534,729	-1.48%	4,535,498 4,630,095 -2.04%
Gillespie County			237,145	235,080	0.89%	2,256,243 2,119,023 6.48%
Combined			763,962	769,789	-0.76%	6,791,741 6,749,118 0.63%
Gillespie County						
	2020	2019	2018	2017	2016	
JAN	239,182	233,420	215,934	189,950	175,729	
FEB	306,965	272,365	265,748	242,586	252,683	
MAR	215,571	197,108	178,641	186,372	151,775	
APR	208,535	197,753	200,423	170,913	162,424	
MAY	241,779	259,601	240,584	233,000	237,360	
JUN	271,461	240,271	229,840	204,548	189,228	
JUL	257,144	240,222	223,282	195,868	181,451	
AUG	278,461	243,223	238,580	212,609	210,941	
SEP	237,145	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	2,256,243	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.

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