

Minutes of the
 GILLESPIE COUNTY AIRPORT ADVISORY BOARD
 Monday, Sept 18, 2023
 @ County AgriLife Building

MEMBERS PRESENT:	STAFF PRESENT:	GUESTS PRESENT:
Tim Lehmberg	Tony Lombardi, Manager	Ethan Crane
Keith Keller		Randall Fuchs
David Smith		Courtney Walker
Paul Hannemann		
Chad Ellebracht		
Dan Sechrist		
Absent		
Steve Allen	Keith Kramer, County	
	Bobby Watson, City	

CALL TO ORDER

The meeting was called to order at 1:34 PM by the Vice Chairman, Tim Lehmberg

APPROVAL OF MINUTES

Minutes of the regular Aug 21, 2023 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.
 - Event Update –
 - Oct 21st – *Young Eagles Flight*
 - Nov 2-5 - Texas V-tails formation clinic
 - Dec 23rd - Santa’s Fly-in
 - Court Actions – On Aug 28th, the Court approved the AWOS maintenance contract; the Airport Emergency Plan; and approved the Rhett Hawk sublease request (Flores).
- T-hangars occupancy update. The Manager stated that the County T-hangars are 100% full...waiting list is at 30
 - New tenant in B10 (Oct 1st) ...Ali Mutlu
- 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 Rev'd	Status	Comments
1	FBO Expansion	02/02/22	IV	
2	Darren Flores (Private Hangar)	02/18/22	IV	

- To close out his report, the Airport Manager provided the board with a quick update on the eclipse prep. The Manager mentioned that he met with the FAA to eclipse prep. The FAA is concerned about the expected amount of traffic flying before, during and after the total eclipse.

OPEN FLOOR

- TFS update – Randall Fuchs provided a summary of the TFS air asset operations at T82.
 - Year to date:
 - Air attack – 113 hrs
 - SEATs – 326.5 hrs/ 212 drops.
 - Type 1 Helo – 25.5 hrs/79 drops.
- Rhett Hawk Update – Courtney mentioned that they have started the rehab of the C-47.

NEW BUSINESS

- New Airport signs. The airport manager re-presented the airport sign replacement proposal, due to the quote doubling in price. The 2 double sided signs cost \$1650, and the single sided sign cost \$1100 for a total of \$4400. This is a RAMP project. The board unanimously recommended approval.
- Quote to run electricity to the front gate for lights, etc. Running electricity to the front gate has been the #1 project for the AAB for the last 2 years. With that said, the airport manager reviewed the latest quote from Itz Electric. The quote has almost tripled in cost over the last 3 years, and it is now over the threshold forcing us to get multiple quotes. Due to the increase in cost, the airport manager wanted to poll the AAB members to see if they still supported the project. The board unanimously recommended support to continue with the project. The Manager will seek out multiple quotes and re-present the proposal at the next board meeting.
- The Airport Rates and Fees Document. The Manager reviewed the updated Airport Rates and Fees Document. This document will list all the current fees at the airport. The plan is to have the Manager update all the fees and rates following the release of the Aug CPI (usually mid Sept) every year. Once updated, the Manager will present the new document to the AAB and Comm Court for approval. In addition to reviewing the document, the board discussed update policies. The board unanimously recommended approval. The Manager will present the document to Comm Court for their approval.

OLD BUSINESS.

- CIP Update – The Manager mentioned that the \$4M pavement project is in the recently released TXDOT 3-year AIP.
- RAMP Pavement project – The Manager mentioned that he had to reschedule the crack seal of the runway to later in the year. This was due to the required 5-day closure of the runway.

- Airport Development Initiative – The Manager mentioned that he plans to meet with the Judge later this month to discuss this initiative.
- Lease Review Recommendations/Update (County AgriLife Resolution) – The Manager mentioned that the Court approved it but he has not received a signed resolution at this time.
- Rules and Regulations & Minimum Operating Standards are still awaiting review.

REPORTS

David Smith reviewed the fuel sales for Aug. He mentioned that the TFS air assets added 17K gallons sold. He also quickly mentioned the FBO construction project. He stated that he hopes to have the hangars done by the end of October. After that, AKCO can finish the paving of the apron. Tim Lehmborg reviewed the sale tax reports for the City and County.


ADJOURNMENT (2:36). Next meeting is Oct 16th at the County AgriLife conference room.

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

Attachment



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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

- Minutes Approval – vote needed
 - Aug 21st
- Airport Manager’s Report
 - Event Update (*Italicized - Unconfirmed*)
 - Oct 21st – Young Eagle Flights
 - Nov 2nd – 5th - Texas V-tails formation Clinic
 - Dec 23rd – Santa Fly-in
 - Comments
 - *Eclipse Update*

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AAB

- Airport Manager’s Report
 - Court Review –On Aug 28th, the Court approved the AWOS maintenance contract; the Airport Emergency Plan; and approved the Rhett Hawk sublease request (Flores).
 - T-Hangar Occupancy – 100% (30)...New tenant in B10 (Ali Mutlu, Oct 1st)
 - Airport Status:

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

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AAB

- Airport Development Update:
 - Active Private Projects:

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1	FBO Expansion	02/02/22	IV	
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AAB

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

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AAB

- New Business:
 - Airport Sign Replacement



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Entry Signs (2-sided)

\$1650.00



This is a layered steel sign consisting of 1 inch square tube in the center covered with sheet metal and painted. The border is 1" flat steel painted. The letters are cut from an aluminum composite material, painted and placed on the sign face with high quality double sided auto tape. The sign is built so you can slide the existing sign out of its frame and slide the new one in.

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Terminal Ramp sign

\$1100.00

10'


Gillespie County Airport

ELEVATION 1694

3'


This is a layered steel sign consisting of 1 inch square tube in the center covered with sheet metal and painted. The border is 1" flat steel painted. The letters are cut from an aluminum composite material, painted and placed on the sign face with high quality double sided auto tape. The sign is built so you can slide the existing sign out of its frame and slide the new one in.

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AAB

- New Business:
- Quote to run electrics to the front gate



ITZ ELECTRIC, INC. **Proposal**
 Heating - Air Conditioning
 Electrical Contracting
 TACL8003802C
 TECL17626
 804 East Main
 Fredericksburg, TX 78624
 PHONE (830) 997-4535
 FAX (830) 997-7876

PROPOSAL NUMBER	PROPOSAL DATE
	August 10, 2023

SOLD TO: Gillespie County Airport SHIP TO: Gate and Plane Lighting

DESCRIPTION	AMOUNT
Labor and material to install 1-1 1/4 pvc conduit to sign location and install LED flood lights. Also install a receptacle at plane location for future lighting. Also provide a 200 amp panel at new CTEC pedestal location. Does not include CTEC costs.	\$6,830.00

PAYMENT DUE: 65% due upon completion of rough installation; balance due upon completion of contract

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AAB

- New Business:
 - The Airport Rates and Fees Document:
 - The 3-Tier Ground Leases Rate
 - Tier I – **\$.31**
 - Tier II – **\$.25**
 - Tier III – **\$.23**
 - Non-Aviation FMV rate - \$.23 (as Jan 2023)
 - *COMPs - \$146K per acre*
 - *Using Cap Rate formula = \$.23 per acre (annually)*

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3-Tier Lease Zones



(Attachment to the Airport Rates and Fees Document)

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AAB

- New Business:
 - The Airport Rates and Fees:
 - The Fuel Flow Fee –
 - \$.08 per gallon (reviewed/adjusted in Dec 2022)
 - The Rental Rate (per square foot) of the County own facilities (Falcon Aero Facility)–
 - Rental Rate: \$.25 per sqft monthly (reviewed and established in 2022)
 - County T-Hangar Rental
 - **\$255 (Increased to \$265** monthly, Jan 1, 2023)
 - Yearly (paid by Jan 10th) - **\$2,915** (equates to 1 free month)

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AAB

- New Business:
 - The Airport Rates and Fees Document:
 - Sublease Fee
 - Current sublease fee – 3% of gross revenue
 - Aircraft Storage Facilities Fees (in lieu of ground lease for the footprint of the hangar)
 - Current rental revenue fee – 3%
 - County Tie Down Fees
 - Tie down fee (non-transient) - **\$75/month**
 - Transient fees – Currently not an established fee, but from time to time for special occasions, the Sponsor may charge fees for tie down usage. If this happens, the Sponsor

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Discussion Points

- CPI adjustment on monthly items (t-hangar & tie down fees)
 - T-Hangar changes
 - 2000-2020 - \$200
 - 2020 – \$225 (AAB recommended change)
 - 2021 – no change
 - 2022 - \$240
 - 2023 – \$255
 - 2024 – \$265
- Update processes for other fees
 - FMV update – update every 5year?
 - Fuel flow fees – (est. Nov 2022) (update every 5year per FBO lease)
 - Sq ft rental (Falcon Aero) – \$.25 per sqft (est. Apr 2022...note: the Falcon Aero lease is a 5-year lease)
 - Sublease rate – 3% (est. Feb 2017)
 - Aircraft Storage rate – 3% (est. prior to 1996)

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AAB

- Old Business:
 - CIP
 - RAMP Pavement project - rescheduled
 - Development Initiative
 - Lease Review
 - County AgriLife Resolution – Approved (Effective Oct 1st)
 - Rules and Regulations update/comments
 - Minimum Operating Standards update/comments

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AAB

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


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FBO Fuel Sales

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
AvGas - Gals													
Gillespie Air Services @ Retail	8,665	8,388	12,203	12,356	11,689	12,376	11,745	12,400					90,120
Net Total AvGas Market Y22	8,665	8,388	12,203	12,356	11,689	12,376	11,745	12,400	-	-	-	-	80,120
Total Market, Same Month, Prior Yr	8,665	9,307	11,910	12,850	10,684	9,721	10,299	9,858	12,083	11,621	7,094	6,549	122,509
Percent Growth (Decline)	3%	-10%	2%	-4%	-8%	27%	14%	26%					
Cumulative YTD - This Year	8,665	17,321	29,555	41,911	53,600	65,976	77,720	90,120					
Last Year	8,665	17,972	29,882	42,732	56,420	65,147	75,433	85,291	97,375	106,858	115,000	122,509	
Percent Growth (Decline)	3%	-3%	-1%	-2%	-3%	1%	3%	6%					
% Total by Month	28.6%	30.9%	29.5%	27.5%	29.9%	31.1%	25.5%	20.4%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
Jet A - Gals													
Gillespie Air Services @ Retail	22,374	18,788	20,122	32,634	27,424	27,410	34,390	46,414					240,534
Net Total Jet A Market Y22	22,374	18,788	20,122	32,634	27,424	27,410	34,390	46,414					240,534
Total Market, Same Month, Prior Yr	27,790	28,910	48,538	38,590	40,075	49,716	49,764	27,569	30,185	29,088	29,985	18,180	414,915
Percent Growth (Decline)	-19%	-30%	-37%	-15%	-33%	-45%	-31%	74%					
Cumulative YTD - This Year	22,374	41,143	70,265	102,899	130,323	157,733	192,130	240,534					
Last Year	28,532	47,983	70,161	110,466	137,016	182,710	214,057	242,949	278,220	322,244	365,559	403,888	
Percent Growth (Decline)	-22%	-14%	-11%	-7%	-5%	-14%	-10%	-1%					
% Total by Month	71.4%	69.1%	70.5%	72.5%	70.1%	68.9%	74.5%	79.6%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
Total Fuels													
Total Fuels Market Y22 - Gals	31,340	27,154	41,325	44,990	39,113	39,785	46,132	60,814					330,654
Total Market, Same Month, Prior Yr	36,455	36,177	58,448	51,140	53,369	56,437	60,051	37,724	42,238	40,007	37,049	24,729	537,424
Percent Growth (Decline)	-14%	-25%	-29%	-12%	-27%	-33%	-23%	61%					
Cumulative YTD - This Year	31,340	58,494	99,820	144,810	183,923	223,708	269,840	330,654					
Last Year	36,455	72,632	131,060	182,220	235,589	295,026	385,076	392,361	435,039	475,640	512,695	537,424	
Percent Growth (Decline)	-14%	-19%	-24%	-11%	-22%	-24%	-24%	-16%					
Market Change by Quarter													
Market by Quarter			1st			2nd			3rd				4th
Percent change 2021 to 2022			-24%			-24%							
Year 2023 Total Fuels by Quarter			90,820			123,888			108,948				
Year 2022 Total Fuels by Quarter			131,060			183,949			140,913				

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Sales Tax

SALES TAX COMPARISON SUMMARY - SEPTEMBER, 2023 (JULY SALES)

CITY	% change month	% change yr	COUNTY	% change month	% change yr
Fredericksburg	9.57	5.06	Gillespie	45.62	10.73
Kerrville	1.70	3.66	Kerr	1.70	4.20
Boerne	17.34	15.71	Kendall	14.30	13.22
Llano	11.54	7.91	Llano	11.90	7.68
Marble Falls	(2.84)	3.01	Burnet	(4.72)	4.72
Banders	7.52	0.27	Banders	3.68	2.77
Johnson City	5.73	10.84	Blanco	23.47	11.94
Brenham	(2.31)	4.87	Washington	(3.41)	11.69
New Braunfels	5.55	(2.11)	Comal	5.05	5.44
Rockport	(1.20)	1.46	Anansas	(1.80)	1.53
Corpus Christi	3.02	5.63	Nueces	3.52	5.71
Austin	(4.04)	5.25	Travis	(3.25)	4.77
San Antonio	3.08	3.54	Bexar	1.54	2.40
Houston	2.62	6.47	Harris	3.81	5.46
Dallas	1.90	4.90	Dallas	4.57	4.53
State (Cities)	3.29	5.38	State (Counties)	5.42	11.00

Shaded numbers are worse than ours.

JULY SALES RECEIPTS

September Sales Tax Report

City of Fredericksburg

	2023	2022	2021	2020	2019
JAN	782,905	760,015	582,454	503,533	472,130
FEB	994,706	871,461	744,208	665,663	616,689
MAR	633,261	611,429	508,167	406,139	422,348
APR	636,485	533,476	439,755	425,288	459,157
MAY	822,546	853,994	757,207	490,712	525,944
JUN	715,407	675,353	668,869	382,056	517,503
JUL	738,475	699,245	667,080	520,675	488,686
AUG	703,432	760,554	799,227	611,944	549,072
SEP	730,795	666,961	661,403	521,608	543,832
OCT		692,553	623,790	498,530	473,296
NOV		731,885	771,224	608,105	499,636
DEC		751,235	649,485	563,276	551,688
Total	6,758,112	8,608,171	7,871,869	6,200,529	6,119,961

	Sep 23	Sep 22	Change	YTD 2023	YTD 2022	Change
Fredericksburg	730,795	666,961	9.57%	6,758,112	6,432,488	5.06%
Gillespie County	455,706	312,932	45.62%	3,509,939	3,169,679	10.73%
Combined	1,186,501	979,893	21.08%	10,268,051	9,602,167	6.93%

Gillespie County

	2023	2022	2021	2020	2019
JAN	406,560	371,424	285,619	233,548	222,020
FEB	453,797	419,141	350,057	312,136	267,844
MAR	351,297	305,429	255,886	215,472	199,289
APR	346,599	285,134	225,110	203,997	213,829
MAY	404,469	401,106	345,729	240,979	243,137
JUN	341,416	354,750	334,243	275,445	243,857
JUL	390,850	364,652	338,528	257,390	237,414
AUG	359,245	355,111	364,353	279,127	240,748
SEP	455,706	312,932	308,778	235,235	239,854
OCT		321,054	282,693	233,242	211,557
NOV		369,574	371,347	307,691	478,065
DEC		361,348	326,905	296,568	268,189
Total	3,509,939	4,221,655	3,789,118	3,080,830	3,065,803

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Questions

Next Meeting: Oct 16th

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