

Minutes of the
 GILLESPIE COUNTY AIRPORT ADVISORY BOARD
 Monday, Apr 18, 2022
 @ County AgriLife Building

MEMBERS PRESENT:	STAFF PRESENT:	GUESTS PRESENT:
David Smith	Tony Lombardi, Manager	Ethan Crane
Paul Hannemann	Keith Kramer, County	Gwen Fullbrook
Keith Keller	Bobby Watson, City	Tim Lehmberg
Judie Mooney, EAA Rep		Tom Bierschwale
Steve Allen		Darren Flores/Chandler Bartley
Greg Snelgrove		Fred Mooney
		Lucas/Courtney Walker
	Absent	Tim Pierson/Randal Fuchs
Chad Ellebracht		Troy Cobb
		Duane V. (RPR)/Darren O. (Contractor)

Prior to the “call to order”, the AM introduced Duane Vandergriff (the Resident Project Representative (RPR) and Darren Okruhlik (Senior VP for Cox Commercial)) key individuals in the phase II construction project.

CALL TO ORDER

The meeting was called to order at 1:32 PM by the Chairman, David Smith

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
 - T-6 Fly-in, 28-30 April
 - Grumman Owners & Pilots Association Fly-in, May 9-13, 2022 (50-60 aircraft)
 - Court Action – On Mar 28th, the Commissioners Court approved the pavement repair project for the terminal ramp by Alpha paving. On Apr 11th, the Commissioners Court approved the Falcon Aero Composites 5-year lease renewal.
- T-hangars occupancy update. The AM stated that we are 100% full...waiting list is at 30
- Airport Status – the AM notified the board that everything is in the “green”, and he noted that he is working with the County to schedule a herbicide application for the airport, Fair dr. and Business Court.

	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	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	
5	FLETCO (Private Hangar)	03/3/22	Resubmitted 03/25	Unofficially denied
6	224 BC LLC (25' expansion)	3/9/22	Amend w/Judge	
7	224 BC LLC (~1.26 ac expansion)	3/9/22	II	

- Airport Manager's Report – misc. topics
 - AOPA High School Aviation Curriculum. The AM summarized his meeting with the Fisd Superintendent on Apr 5th. The AM and Gwen Fullbrook met with Joe Rodriguez, Fisd Superintendent and Robyn Derington, Assistant Superintendent at the Airport Terminal building. At the meeting, the AM and Gwen pitched the AOPA High School Aviation Curriculum and encouraged Fisd to adopt it. The Fisd group agreed, and the AM suggested having another meeting with AOPA representatives to provide more details. This meeting is scheduled for May 2nd.
 - H.R. 3684-Infrastructure Investment and Jobs Act (IIJA) Discussion. The AM summarized his correspondence with TXDOT.
 - Possible hiring of the Grounds Keeper/Custodian. The AM mentioned a possible hire for the Grounds Keeper/Custodian position. If everything works out, he could start on May 2nd.
 - May – Budget Review. The AM mentioned that he plans to present the FY23 budget at the next meeting.

OPEN FLOOR

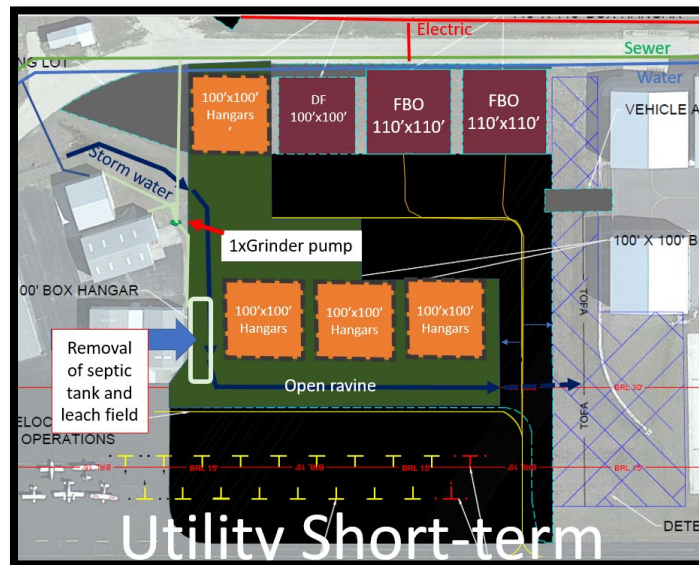
- Crosswind Update – Gwen mentioned that she is about to begin a ground school class. She also mentioned that she will attend the 80th anniversary of the WASP at Sweetwater, TX. She plans to bring her C-172, since it was once owned by a WASP pilot. She also mentioned that she is working on her summer camp plan.
- Texas Forest Service – Tim Pierson and Randal Fuchs provided a quick update for the Forest Service. Here is the last 30 days summary of their activities:

Aircraft	Sum of Flight Hours	Sum of Drops	Sum of Retardant (gal)
AA	67.7		
Seats	116.6	122	86,351.00
Helicopter	16.3	99	62,285.00
Total	200.6	221	148,636.00

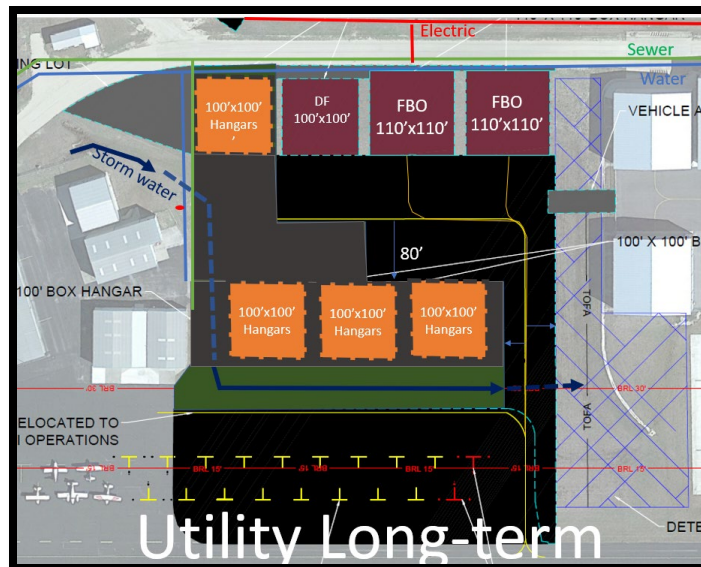
- Tac Aero MX - Tom Bierschwale reported that their maintenance shop is very busy (booked up through June).

NEW BUSINESS

- Midfield Utility Development. The AM discussed the need to have a utility plan for the midfield business ramp area, especially with the current expansion proposal of the FBO and Mr. Flores proposed new hangar. The AM gave a short-term and long-term plan. The short-term plan focused on getting sewer to the current hangars of Allen, McKnight and Kent via a grinder pump and redirecting the storm water. The AM has asked Cox Commercial for a quote to create the storm water ravine.



As for the Long-term plan, the AM presented a plan to add a sewer and water main along the north side of the area, and the requirement to bury the stormwater in a box culvert. The AM also mentioned that electric should be addressed in the short-term. Mr. Keller mentioned adding a conduit pipe under the pavement during the FBO/Flores project to allow for the future addition of the hangars on the westside of the area. Mr. Smith mentioned to get CTEC involved in the plan. The AM said he would reach out to them.



- New Gate at the TFS apron. The AM requested approval to install a gate at the TFS entry road. This gate would be similar to the gate near the terminal building and fuel tanks. The Straube quote was for \$1,900. The AM plans to use RAMP funds for this project. The board unanimously recommended approval.
- The Resubmitted FLETCO LOI. After a quick discussion, the board unanimously recommended to deny the FLETCO LOI.
- South Development Plan. Greg Snelgrove presented a plan (see attachment) and the board recommended approval. Mr. Smith said he would discuss this with the Judge and Commissioners.
- FAA Acknowledgment of Turf Options. The AM reviewed the recent release of FAA AC 150/5300-13B, Airport Design, in regard to the possibility of designating an alternate landing area at our airport. The AM presented all the facts and requirements to the board and requested support to contact the FSDO to get a safety assessment, which is the first step in the process. The outcome is very promising.

OLD BUSINESS.

- CIP updates:
 - Phase II update. The AM gave a quick update on the construction.
 - Planning Study Update. The AM mentioned that the Open House (held on 04/13/22) was very successful. We had 23 people sign in. He also mentioned that the newspaper will publish an article on the event.
- SSBT update – The AM mentioned that he had no update on the progress of this item. We are still waiting on the Judge’s review.
- Falcon Aero Lease Renewal – As mentioned before, the Comm Court approved the lease renewal. We are waiting on signatures. It will take effect May 1st.

REPORTS

EAA report – Mrs. Mooney mentioned that last year’s scholarship winner is still waiting on his check ride. She also mentioned that the EAA is looking at sponsoring another Young Eagles event.

David Smith reviewed the fuel sales for last month and Tim Lehmborg reviewed the sale tax reports for the City and County.

ADJOURNMENT (the open meeting concluded and transition to an executive session). The next meeting is May 16th.

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

OPERATION SMOOTH FLOW

SITUATION

Infrastructure, water, sewer, road, and electric, is in place to support build out of the northern hangar area of the airport.

With completion of the Airport Layout Plan near, it is time to consider building Infrastructure south of the Rhett Hawk complex to support development depicted in the ALP.

Water, sewer and road construction is not eligible for state or federal AIP grant funding.

As of April 4, 2022 the fund balance in the airport operation fund was \$576,000. A conservative estimate is that the fund balance should grow about \$40,000 per year.

MISSION

Develop a plan for construction of infrastructure south of Rhett Hawk to support future airside development.

EXECUTION

- Phase I Secure Commissioners Court approval of this plan.
- Phase II Budget funds in the FY 2023 budget to employ a consultant to design the water, sewer, road and associated drainage south of Rhett Hawk.
- Phase III Incrementally, not letting the airport operating fund balance fall below \$500,000, bid and build the infrastructure.

ADMINISTRATION AND LOGISTICS


Chairman of the Airport Advisory Board shall secure the approval of the Commissioners Court of this plan and any modifications thereto.

COMMAND AND CONTROL

The Airport Manager, with coordination of the Airport Advisory Board, shall implement this plan under supervision of the Commissioners Court.




1



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


2



AAB

- Feb’s Minutes Approval – vote needed
- Airport Manager’s Report
 - Event Update (*Italicized - Unconfirmed*)
 - T-6 Fly-in, 28-30 April
 - Grumman Owners & Pilots Association Fly-in, May 9-13, 2022 (50-60 aircraft)

3



AAB

- Airport Manager’s Report
 - Court Review –None.
 - T-Hangar Occupancy – 100% (30)
 - Airport Status:

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

Working with the County to get a Herbicide application for the airport (this will include Fair Rd. and Business Court)

4



AAB

- Airport Development Update:
 - Active Private Projects:

#	Developer	LOI Date Rcv'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	
5	FLETCO (Private Hangar)	03/3/22	Resubmitted 03/25	Unofficially denied
6	224 Bus Crt LLC (25' expansion on south end)	03/9/22	Amend w/Judge	
7	224 Bus Crt LLC (~1.26 acs south of current location)	03/9/22	II	

5



AAB

- Airport Manager's Report – misc. topics
 - AOPA High School Aviation Curriculum
 - Initial Meeting -4/5/22
 - Follow-up meeting w/AOPA (virtual) and a school tour- 5/2/22
 - H.R. 3684-Infrastructure Investment and Jobs Act (IIJA) Discussion
 - Possible hiring of the Grounds Keeper/Custodian
 - May – Budget Review

6



AAB

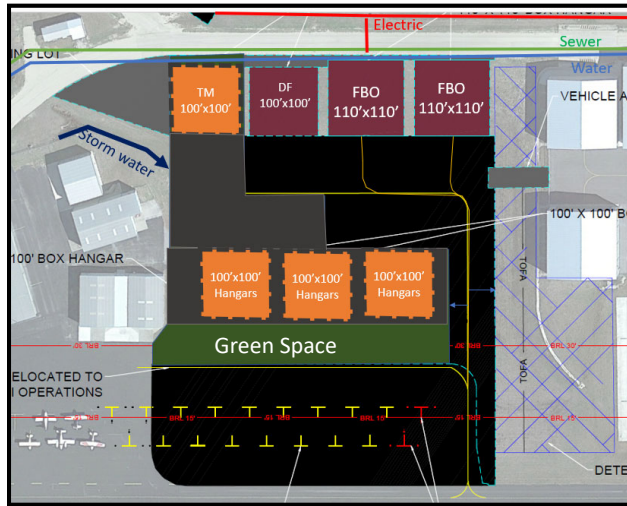
- Open Floor
 - Crosswind
 - TFS
 - Rhett Hawk
 - Tac Aero MX
 - Guest

7

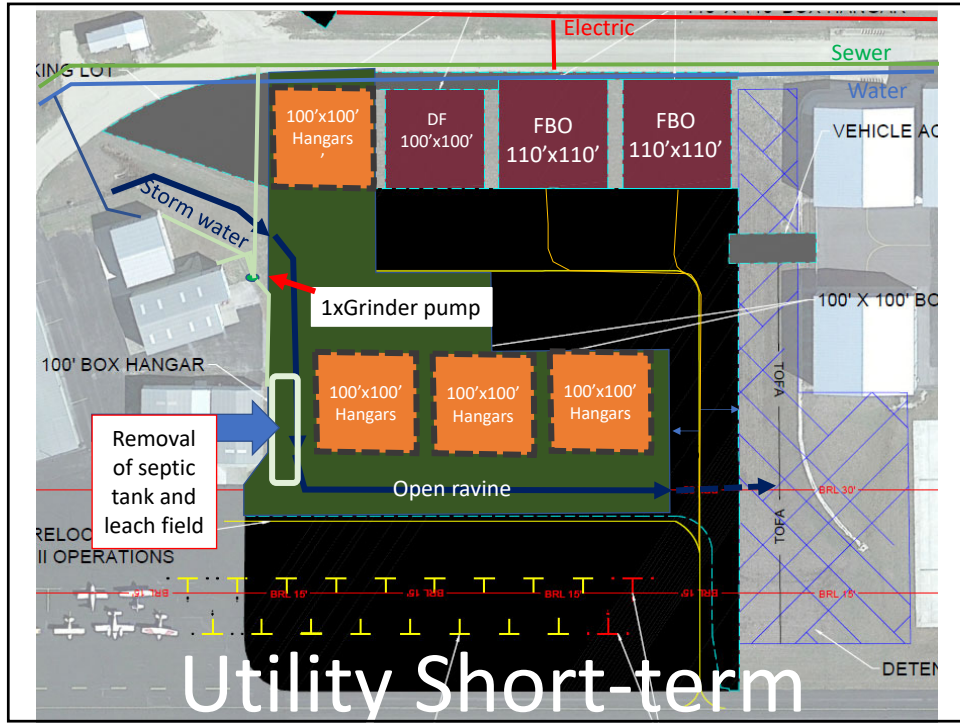


AAB

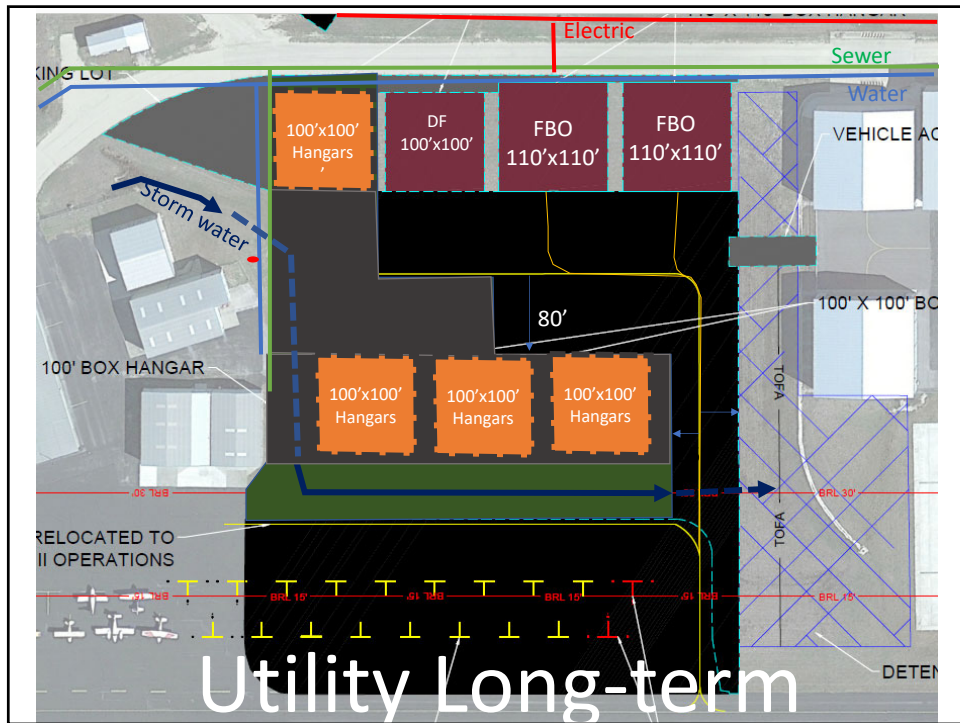
- New Business–
 - Midfield Utilities



8



9



10



• **New Business–**

- Gate
 - Straube Quote
 - \$1900.00



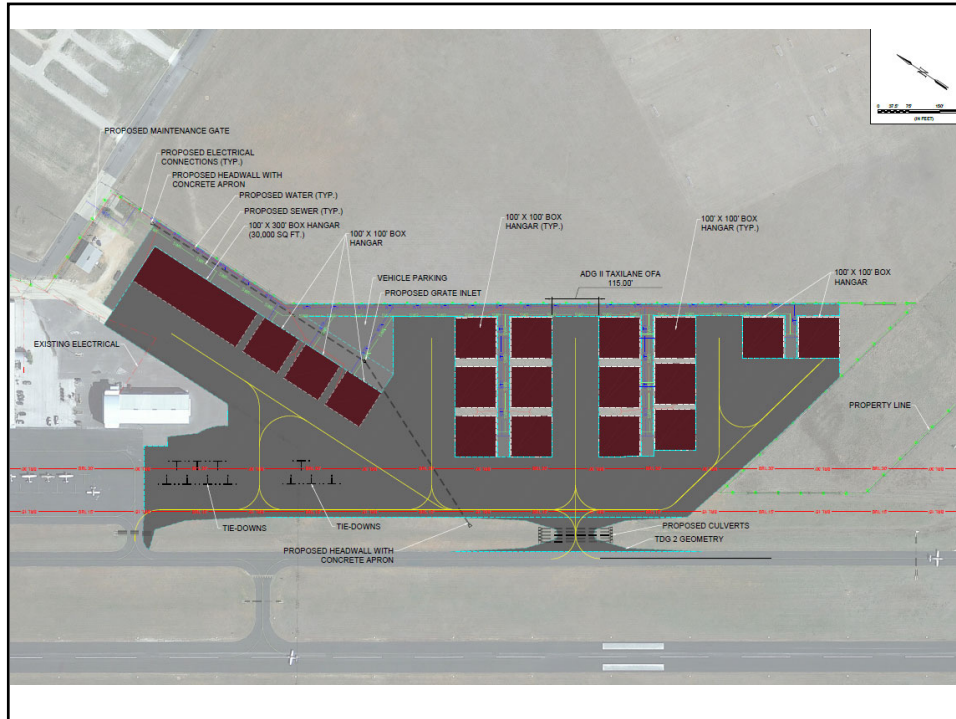
11




AAB

- **New Business Cont:**
 - FLETCO LOI Action
 - South Development (Utilities)

12



13



AAB

This is NOT a turf runway or an Alternate Operating Area (AOA)

- New Business Cont:
 - **FAA Acknowledgment of Turf Options**

“2.10.6 Aircraft Operations in the Unpaved Runway Safety Area (RSA). The primary function of a standard RSA is to enhance the safety of aircraft that undershoot, overrun, or veer off the runway. Pilots of certain aircraft (such as ultralights, powered-parachutes, helicopters, gliders, agricultural aircraft, tailwheels, aircraft with large balloon type “tundra” tires, etc.) occasionally use the unpaved portion of the RSA adjacent to a runway for takeoffs, landings, or other operations (e.g., banner towing). While aircraft operations from the unpaved portion of an RSA are not inherently unsafe, such operations have the potential to introduce various hazards and risks to the pilot, as well as other aircraft, vehicles, individuals, and facilities on the airport.”

14



More info on Turf Operations

- Key risk factors to consider include:
 - The separation standards do not consider landing and takeoff operations from the RSA adjacent to the paved runway surface.
 - Aeronautical studies do not cover operations to and from the RSA adjacent to the paved runway.
- From an airport design perspective, the optimum approach for an airport with a demonstrated need for operations from a turf surface is the development of a **standard turf runway**, per paragraph 3.20. Runway justification conditions and regular-use criteria apply if the airport desires Federal assistance with development of a turf runway.
- AIP Airport Sponsor Grant Assurance 19 requires the owner of an airport developed with Federal grant assistance to operate its airport at all times in a safe and serviceable condition. Refer to AC 150/5000-17. **An airport with operations in the RSA adjacent to the runway pavement may need to assess the operational safety implications, with assistance from the FAA, to ensure an acceptable level of safety.**

15



More info on Turf Operations

- FAA Order 5190.6 establishes FAA policy for reasonably accommodating these activities while addressing safety considerations and coordination with other FAA offices. Flight Standards, working in conjunction with the Office of Airports and/or ATO, will analyze supporting data and documentation to determine whether conducting a particular activity at an airport results in an acceptable level of safety.
- **Contact the FSDO**

16



More info on Turf Operations

- Airport design standards do not account for these types of operations. Consider the following factors when assessing aircraft operations in the RSA:
 - **Education of the pilot community** to reflect an operation in the RSA adjacent to the paved runway surface represents an operation on the paved runway. 3/31/2022 AC 150/5300-13B 2-10
 - The separation values and hold line locations on the runway side, where RSA operations occur, may be inadequate to mitigate identified risk.
 - **Provision for enhanced inspection and maintenance of the RSA** to ensure a serviceable condition.
 - Provision of airport informational notes in the Chart Supplement and Automatic Weather Observation Systems (AWOS) broadcasts.


17



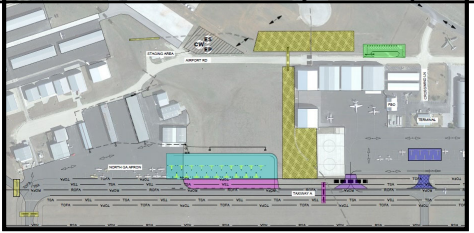
More info on Turf Operations

- Grading.
 - Provide well-drained turf surface capable of supporting the critical aircraft under wet conditions.
 - Provide at least a 2.0 percent slope away from the center of the runway for a minimum distance of 40 feet (12.2 m) on either side of the centerline of the runway.
 - Provide a 5.0 percent slope from that point to the edge of the RSA to provide rapid drainage.
 - Construct drainage swales with a maximum of a 3.0 percent slope parallel to the runway and outside of the RSA.
- Types of Turf. (Soil and climate are key factors for selection of grass types suitable for turf runway use.)
 - Use grasses for airport turf with a deep, matted root system producing a dense, smooth surface cover with a minimum of top growth.
 - Select long-lived grasses that are durable, capable of spreading (e.g., rhizomes), and recover quickly from dormancy or heavy-use conditions.
 - Refrain from using short-lived, shallow-rooted, weak sod species.
 - If seeding, time the planting to provide at least six weeks of favorable growing conditions to allow proper root development.
 - See AC 150/5370-10, Part 12 – Turfing, for specification information on turf establishment.

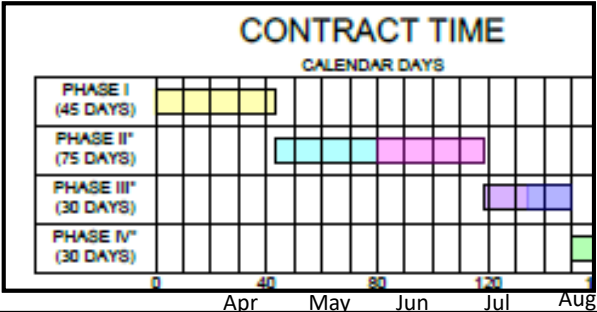
18




AAB



- Old Business:
 - Capital Improvement Projects (CIP)
 - Phase II update T82
 - Phase I started 04/04



19



AAB

- Old Business:
 - Capital Improvement Projects (CIP)
 - Planning Study Update – Open House 4/13/22
 - SSBT Expansion – No update

20



AAB

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

21



22