

Minutes of the
GILLESPIE COUNTY AIRPORT ADVISORY BOARD
Monday, Jun 17, 2025
@ Airport Terminal

MEMBERS PRESENT:	STAFF PRESENT:	GUESTS PRESENT:
Tim Lehmberg	Tony Lombardi, Manager	Spike Cutler
Steve Allen (via Teams)	Ethan Crane	Randall Fuchs
David Gasmire	Larry Hauptrief - EAA	Clint Hawn
Gwen Fullbrook	Keith Kramer, County	Ladd Gardner
Paul Hannemann	Bobby Watson, City	Donnie Reeh
		Melissa Eckert
		Blaine Langfard
Absent		Ian Waghorn
Kory Keller	Courtney Walker	Garrett Drake
Chad Ellebracht		Mark Cornett (via Teams)

CALL TO ORDER

The meeting was called to order at 1:00 PM by the Vice Chairman, Tim Lehmberg

APPROVAL OF MINUTES

Minutes of the regular “May 18, 2025” 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 –
 - 2025
 - Sep 20th - JB “First Flight” day
 - Nov 30-Dec 2nd – Texas V-tails
 - Dec 20th - Santa’s Fly-in
- Court Actions – – On May 27th, the Court approved the Runway light invoice from F&W electrics; the quote from superior tree services to remove the trees at the golf course; and finally, they approved the concept drawings from SKT on the terminal expansion project. On June 9th, the Court approved the letter of interest to TXDOT Aviation for the runway pavement evaluation.
- T-hangars occupancy update. The Manager stated that the County T-hangars are 100% ...waiting list is at 44.

- Airport Status – the Manager reviewed the current status of the airport.

	Lights (PAPIs, Beacon, Rwy Edge, Taxiway, Signs) - New Taxiway C info sign ordered (Tac Aero)
	Communication (CTAF, GCO, AWOS)
	Weather Station
	Facilities
	Miscellaneous (Construction, Closures, etc)

- Airport Development Update:
 - Active Private Projects –

#	Developer	LOI Date Rcv'd	Status	Comments
1	EPCON	5/22/24	PHII	DA Signed 04/03/2025 (expires 10/02/25)
2	Ladd Gardner	1/30/25	PHII	DA Signed 03/10/2025 (expires 09/09/25)
3	Mulholland	03/20/2025	PHI	DA Signed 04/28/2025 (expires 10/28/25)

- Hot Topics/ Miscellaneous Updates. The airport manager gave a quick update on the tree mitigation. Tree removal at the golf course has started. As far as the trees on the Chuck wagon bed and breakfast, Tim Lehmberg contacted the owner and gave her documents pertaining to the trees. This package included a letter written by Spike Cutler and signed by the airport manager; an aerial photo of the trees that need to be trimmed; the current and past airport zoning ordinance; and a copy of avigation easement paperwork. According to Tim, the meeting was very productive. In addition, the airport manager mentioned that he and Jon went to visit the neighbor of the Chuckwagon B&B to discuss his tree that needs to be trimmed. The tree, in question, is a 60 foot Live Oak that is probably over 100 years old. The airport manager mentioned that only 3-5 feet needs to be trimmed off a small section of the tree. The manager mentioned that according to tree experts, we need to wait until July/Aug to trim live oaks, and that is our plan. Note, if all the trees are trimmed, we will get our night approach back, and we will get an LPV to runway 14.

UPDATE: Hillary Higgins (Becky's daughter) contacted the manager to set up a meeting with their tree service guy (not Superior Trees Services) for Monday, Jun 23rd at 4pm. She also requested to wait until Aug to trim the live oaks. As for the cedar tree, they are going to keep the tree and allow it to be cut 19ft (if it dies after the cutting, they request it be removed by the County). A time limit needs to be agreed upon.

FLOOR

- FBO – Ethan stated that May was great, and Jun has started off strong.
- EAA – Larry mentioned that their next meeting is this Saturday (Jun 21).
- Crosswind Aviation – Gwen stated that she held a 4-H tour (23 kids). They toured the airport and received aircraft taxi rides and they played on the simulator.

- TFS – Randall stated that they are on normal operations. Nothing significant to report.
- Tac Aero – Ian mentioned they just hired another instructor...they now have 8 instructors.

NEW BUSINESS

- Item a. Gardner's Phase II Presentation – The airport manager, with help from Mark Cornett, Ladd Gardner and Donnie Reeh, provided a detailed presentation on Ladd's private hangar project. The details of the project were thoroughly discussed, and all questions were answered. At the end, the board unanimously recommended approval. With the board's support, the project moves to phase III (lease development and court approval).
- Item b. Lone Star Av8, LLC, Phase II Presentation – Similar to Ladd's, the airport manager, with help from Mark Cornett, and Clint Hawn, provided a detailed presentation on the private hangar project. The details of the project were thoroughly discussed, and all questions were answered. At the end, the board unanimously recommended approval. With the board's support, the project moves to phase III (lease development and court approval). Note these 2 projects will be constructed simultaneously with probably the same sub-contractors.
- Item c. Tac Aero Banner Business LOI – Ian presented the same presentations as he did 2 months ago. He was able to show videos that helped the board understand the operation. After a quick discussion (no negative comments), the board unanimously recommended approval. The court will need to approve the new business IAW the Rules and Regulations.
- Item d. Hangar Policy update – After 3 months of being on the agenda, the manager was finally able to present this topic. The manager first stated the reason for these policies. The manager mentioned that the airport does not have any policies or rules on hangar usage (county or private) other than what is in their leases. Both leases (private and county) only cover policies for subleasing; the storage of hazardous material; the prohibition of non-aeronautical use. With that said, the manager presented his new policies for the management of the county t-hangar waiting list; the usage of the county T hangers; and a few rules for private hangars. After a quick review of the proposed policies, the manager stated that he did not want a board decision at that time but requested a thorough review by the board. The manager stated that he will e-mail the board the draft policies for their coordination and he hoped to have a vote via email or at the next board meeting.

OLD BUSINESS.

- Minimum Standards Update– the manager mentioned that the draft Min Std was sent to the Judge for review.
- CIP Update – The Manager gave a quick update on the following CIP projects:
 - Pavement Project
 - The Manager stated that he has received the final engineering design (he has not reviewed it)...no review meeting date has been set.
 - AWOS Replace Project – Contract released (DBT won the bid)...work will start soon (no date).
 - Drainage Study
 - Field work has started.

REPORTS

Tim Lehmberg reviewed the sale tax reports for the City and County.


ADJOURNMENT (2:55). Next meeting is (Tuesday) July 15th at the Airport Terminal Building at 1pm.

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 (EAA, Crosswind, TFS, Tac Aero, and guest)
5. New Business
6. Old Business
7. Comments-FBO, EDC, and Board Members
8. Adjourn

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AAB

- Minutes Approval – vote needed
 - May 19th
- Airport Manager's Report
 - Event Update (*Italicized - Unconfirmed*)
 - Sep 20th - JB "First Flight" day
 - Nov 30-Dec 2nd – Texas V-tails
 - Dec 20th - Santa's Fly-in

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AAB

- Airport Manager's Report
 - Court Review – On May 27th, the Court approved the Runway light invoice from F&W electrics; the quote from superior tree services to remove the trees at the golf course; and finally, they approved the concept drawings from SKT on the terminal expansion project. On June 9th, the Court approved the letter of interest to TXDOT Aviation for the runway pavement evaluation.
 - T-Hangar Occupancy – 100% (44)
 - Airport Status:

	Lights (PAPIs, Beacon, Rwy Edge, Taxiway, Signs) - New Taxiway C info sign ordered (Tac Aero)
	Communication (CTAF, GCO, AWOS)
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AAB

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Hot Topics/Misc.

- Instrument to RWY 14 Issue (FAA)
 - Tree Mitigation
 - Golf Course (7 trees) – Removal
 - Superior Tree Services – work started
 - Chuckwagon B&B (1 tree) – Letter delivered by Tim
 - LPV – quick update
 - 6 additional trees on the Chuckwagon B&B (these trees were included in the letter)
 - 1 next on the Gallery property (Jon and Tony contacted the landowner)

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AAB

- Open Floor
 - FBO
 - Crosswind
 - Texas Forest Service
 - Estenson Group
 - Tac Aero Tailwheel Academy
 - MX Shop
 - Guest

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New Business

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Item a.

New Business

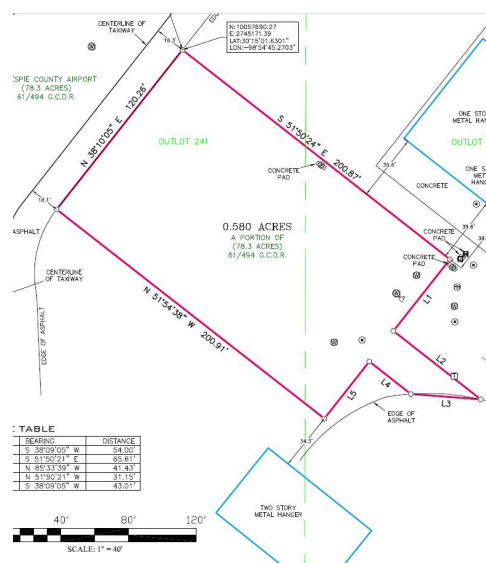
Gardner's Ph II Presentation

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Proposed lease Info

- lease Payment
 - $(25,265 \text{ sqft} * .24)/12\text{months}$
 - \$505.30 monthly
- Term 30yr +10yr
- 1 year construction



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Sanitary Engineering Plan

Annotations and Callouts:

- Future sewer service by other
- SEE SHEET C-8 FOR DRAINAGE CALCULATIONS
- Future electric service by other
- Future service (by other)
- New 8" Water Line connect to existing w/ 45' bend.
- Install (2) 12" RCP 80 LF @ 0.5%
- Proposed 4" sewer service
- New 1" service and meter assembly with exterior shut off valve
- Connect to exist. sewer
- Existing sewer service to remain.
- New 1" service. Relocate meter to Avery Hanger.
- Relocate meter
- Install new 1" Existing Sleeve existing meter Repair road cut
- Replacement sewer service and clean

Scale: 0 20 40 60

North Arrow

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PROJECT DESCRIPTION GUIDELINES – Ph II

Engineering Issues (Via Registered Professional Consulting Engineer)

- Survey Services, to include
 - Topographic survey of proposed Project Site
 - Topographic and Existing Improvements Survey to show locations and sizes of existing Improvements, Utilities, Access Roads and Taxi-Lanes.
- Construction Documents (Drawings package to include)
 - Dimension Control Plan of Project Site, including Site Plan dimensions and details, building location, access roads and taxi-lanes, material and construction legends.
 - Site Grading Plan to show existing topography, Finish Floor elevations, Drainage Swale design and location, proposed grades, contours, and spot elevations.
 - Drainage Area Map to show the direction and quantity of storm water traveling across the site.
 - Storm Sewer Plan to show the size and locations of improvements to capture storm water runoff.
 - Utility connection plan
- Foundation Design and Drawings for hangar building

Requirements from the Minimum Operating Standards (MOS)

- Explain how you will meet the MOS requirements.

Specs of Building and Aircraft Door

- Identify key suppliers and contractors for Building and Aircraft Door
- Hangar/Building Elevations...Note: once this is approved and the lease is signed, any exterior changes must go before Comm Court for approval.

Project Budget

- Identify the main components of Works and Supplies, with amounts provided for each
- Identify total Project Budget

Finance Plan

- Consider and comment on how the project will be financed – Equity and Debt
- Consider time-line for construction works

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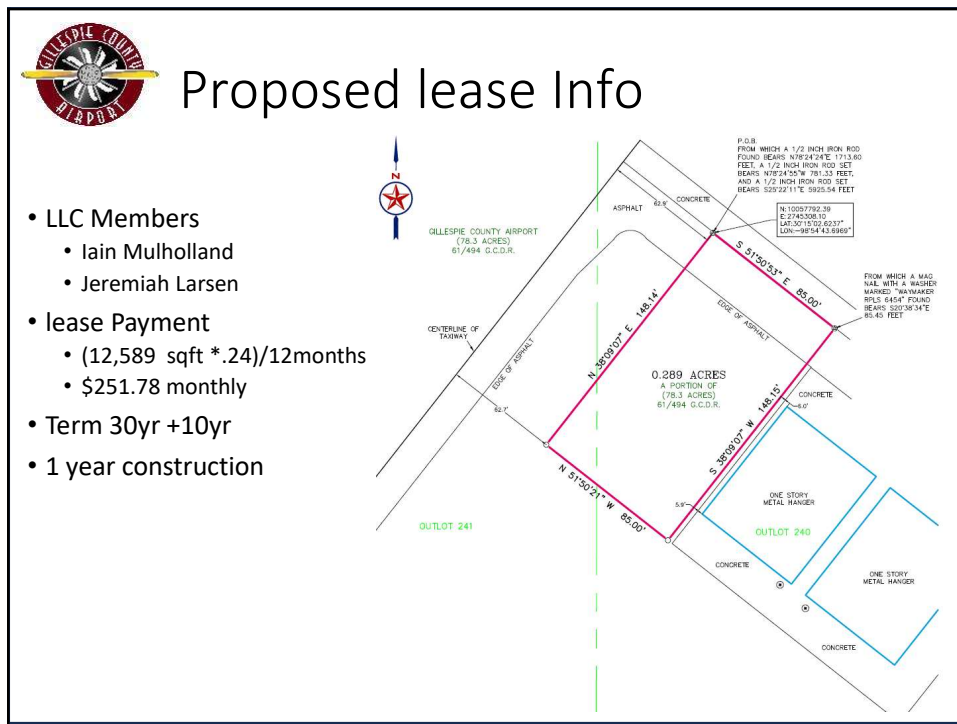


Item b.

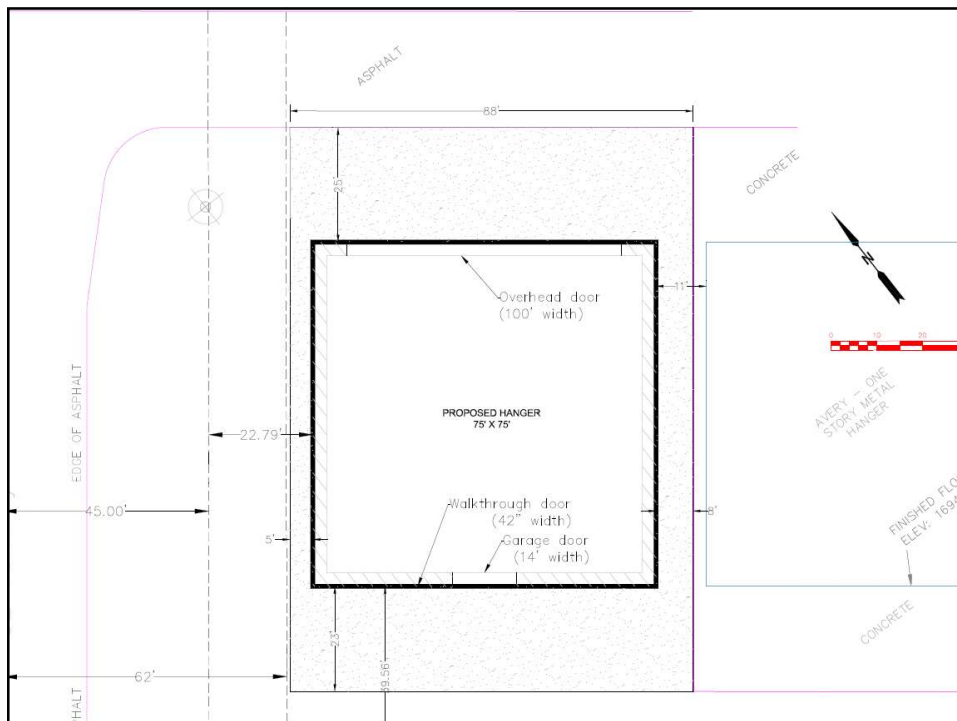
New Business

Lone Star Av8, LLC
Ph II Presentation

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15



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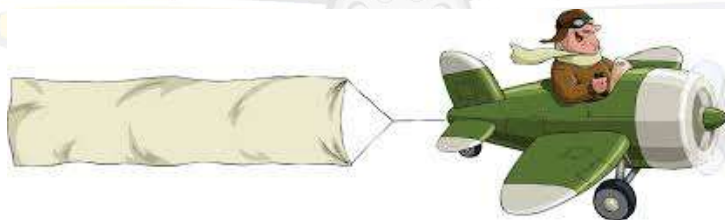
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Item c.


New Business

Tac Aero Banner Business LOI




(Approval Requested)





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Item d. Hangar Policies

New Business



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County T-hangar Snapshot

A

1. Empty (flyable)
2. Flyable
3. Non
4. Empty
5. Flyable
6. Non (4+ year refurb)

B

7. Non (engine replacement)
8. Vehicle
9. Flyable
10. Empty

11. Vehicle (visits often)
12. Flyable
13. Flyable
14. Vehicle (visits often)

C

15. Non-renter refurb
16. Vehicle
17. Non (5+ years)
18. Flyable
19. Vehicle
20. Vehicle

6 out 20 – 30% Flyable

9 out 20 – 45% empty or with a vehicle in it

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Waiting List Rules

The Airport Manager maintains a waiting list for the County T-Hangars. The County has 3 T-Hangar facilities for a total of 20 spots (Hangar "A" has spots 1-4; Hangar "B" has spots 5-10; Hangar "C" has spots 11-20).

- To register your name on the waiting list, you must go on the County airport website and fill out the online form. For questions or help, contact the Airport Manager. In addition, there will be a **\$50 registration fee** to get on the list.
- **Owning an airplane, or in the process of buying an aircraft, is required to be on the waiting list.**
- When a T-Hangar spot is offered, and accepted, an airplane must be in the hangar within thirty (30) days. Prorated rent for the remainder of the calendar year will be based upon the lease start date (typically the first of the month). Additionally, if you accept a spot from the County, your aircraft will be considered based at T82.
- If the T-Hangar spot is offered and not accepted, or the 30-day requirement cannot be met, the spot will be offered to the next person on the list. The original prospective tenant's name will remain on the waiting list in its current position, unless removal is requested. If a spot is offered and declined a second time, the prospective tenant's name will be removed from the waiting list or put at the bottom of the list, if requested.

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County Hangar Usage

- The following rules are in addition to the requirements listed in the T hangar lease.
- **The sole purpose of the County T hangars is to store the tenant's active aircraft (with a current FAA registration).**
- Automobiles may be parked in hangars when the aircraft is in flight or at another location.
- Limited storage of non-aeronautical items is allowed, but it must not interfere with the movement of the aircraft stored within that spot.
- **The use of the hangar for anything other than the storage of the tenant's aircraft (i.e. an A&P maintenance shop or any other business) is prohibited.**
- Most of the County T hangars are considered "open bay" (no interior walls), so it is important that the tenant not impinge on other tenant's areas. During the initial walk-through (prior to the signing of the lease), the airport manager will point out the leased area. Note, the endcaps of each hangar are not considered part of the leased area.

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Usage Con't

- Use of utilities. The County T hangers have limited electrical capability. In the current electrical configuration, each tenant is limited to one outlet. In addition, since the tenant is not charged an electric bill, the tenant may only keep a small refrigerator, or a battery charger/tickler plugged in while not at the hangar.
- Maintenance, repair or refurbishment of the **tenant's** aircraft is permissible. **The tenant's non-operational aircraft may be stored for six months while being restored to operational status. An additional three-month extension may be approved by the airport manager for extenuating circumstances. The tenant is responsible for notifying the airport manager within three months of the aircraft becoming non-operational.**
- It is **prohibited** for the tenant to allow the usage of the tenant's hangar to anyone else, unless approved by the airport manager. This includes subleasing.

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Usage Con't

- The tenant is required to keep the interior of the hangar clean of trash and debris. In addition, it is the responsibility of the tenant to report any major spills or aircraft leaks to the airport manager. The tenant is responsible for cleaning up the spills/leaks. Note. If the spill/leak is large enough, a TCEQ spill report might be required (these requirements are listed in the airport SWPPP)
- The tenant will NOT modify the exterior or interior of the hangar.
- **Occupancy. The tenant should utilize the hangar at least 50 percent of the year.**
- Lease termination. The tenant must give the airport manager at least a 30-day notification of termination. Upon expiration/termination of the lease, the tenant will vacate the hangar and ensure everything is removed from the hangar. The tenant could be charged a fee for excess removal of trash and equipment. Finally, the tenant will return all lock keys (provided or procured).

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Privately Owned Hangars

- **FAA hangar use policy states: “A person who leases aeronautical land on the airport to build a hangar accepts conditions that come with that land in return for the special benefits of the location. The fact that the tenant pays the sponsor for use of the hangar or the land does not affect the agreement between the FAA and the sponsor that the land be used for aeronautical purposes.”**
- Privately Owned Hangars will be used for the storage of Active Aircraft and for supplies and equipment necessary for aircraft operations and maintenance. Storage of non-aeronautical items may only be permitted if:
 - It is incidental to the storage of aeronautical items; or
 - The hangar is primarily used for aeronautical purposes and the storage of nonaeronautical items does not interfere with the aeronautical use of the hangar. As a rule of thumb, a minimum of 85% of all hangar floor space shall be used for aeronautical activity. Non aeronautical activity shall not occupy more than 15% of the hangar floor space.
- If the purpose or usage of the hangar changes from what is stated in the lease, the Lessee must petition the Sponsor to approve the changes. If the change is to aviation service business, the Lessee must get approval from the Court to conduct business on the airport. Note: a lease amendment might be required to satisfy all the requirements in the Airport Minimum Standards and Rules and Regulations that are associated with an aviation service business.

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Privately Owned Hangars Con't

- Subleasing. Even though subleasing is discouraged and requires Commissioners Court approval, if the Lessee gets approval to sublease, the Lessee will be required to pay a percentage of the gross rent generated by the sublease agreement. This percentage rate can be found on the current approved Airport Rates and Fees document.

NOTE: If the facility is designated by the airport manager or by the Lessee's lease, as an aircraft storage facility (i.e. t-hanger or box hanger), the agreement between the Lessee and the tenant is not considered a sublease and does not require Commissioners Court approval.

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Privately Owned Hangars Con't

- Special conditions. For "t-hangar" aircraft storage facilities, the area at the end of each t-hangar that is called the "end cap" has special requirements. If the endcap is separate from a full-size t-hangar, then the Lessee may rent the area to a tenant for non-aeronautical purposes, but must comply with FAA requirements:
 - Must charge at a minimum, non-aeronautical fair market rental fees for the non-aeronautical use of airport property (i.e. like the Tivydale Business Park & STORAGE rates).
 - Must provide an enforceable provision within the rental agreement that the tenant will vacate the hangar on a 30-day notice, if another tenant needs it for aeronautical purposes.

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Further Discussions

- Hangar Inspections
 - Here are my thoughts...
 - Inspection team (Fire Marshall, AAB member, Airport staff)
 - Yearly (Nov-ish) – its cooler and data could be used for the "based aircraft website" update
- Hangar Clean-up
 - Airport sponsored and funded.
 - Use County dump trailer to load up unwanted stuff and the airport staff would take it to the dump

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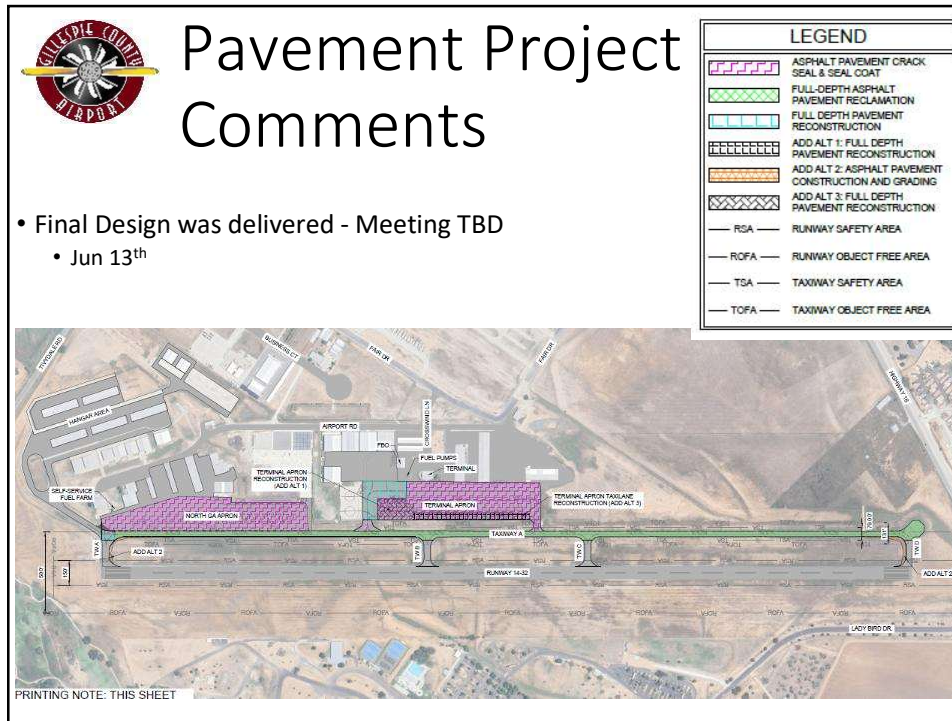
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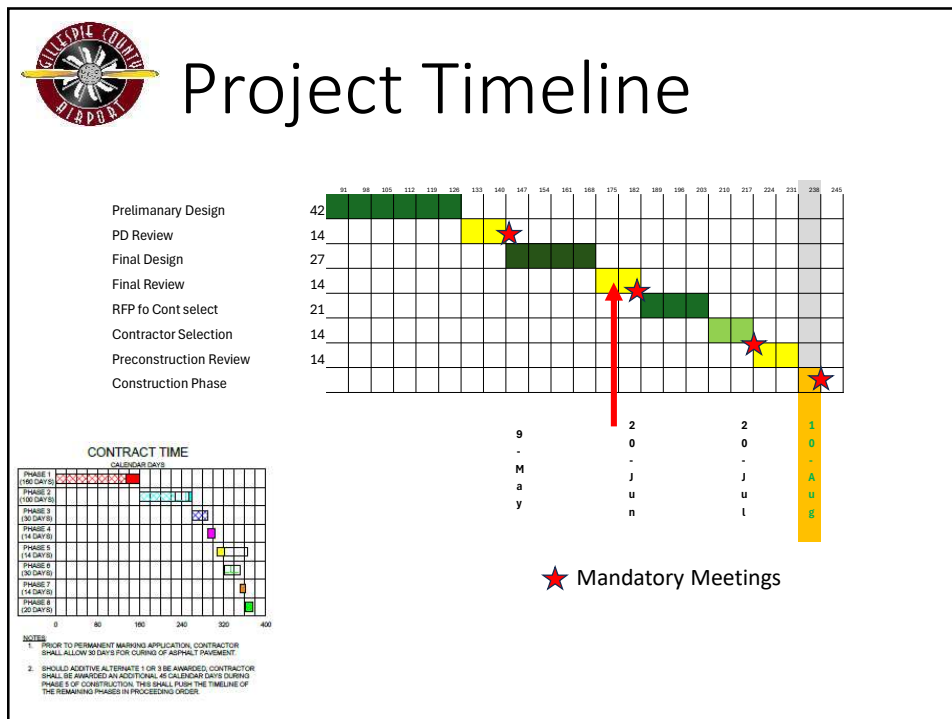
AAB

- Update to Minimum Standards
- CIP Projects Update
- Private Development Update

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Other CIP Projects

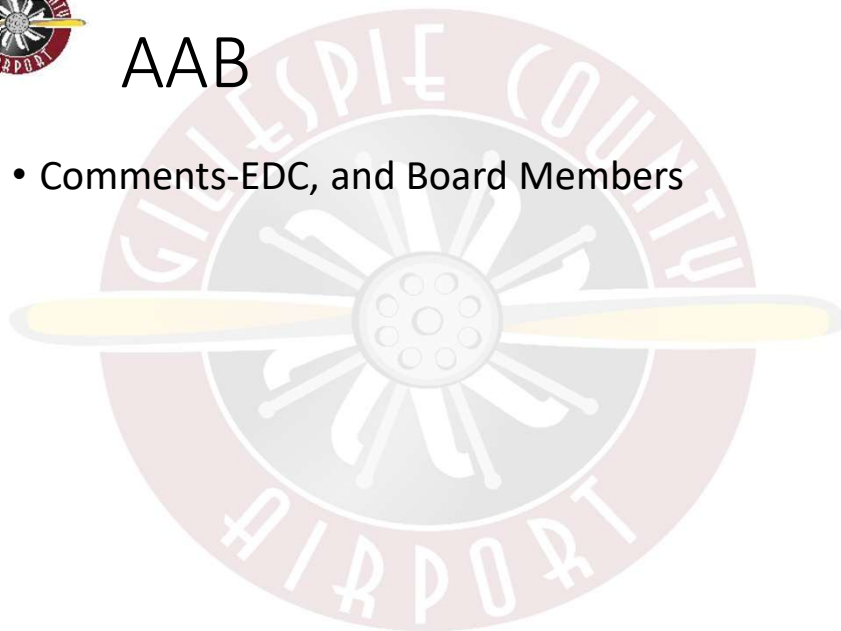
- Drainage study – survey team on site
- Automated Weather Observing System Replacement
 - DBT won the bid (our current maintenance contractor)

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AAB

- Comments-EDC, and Board Members



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Sales Tax

SALES TAX COMPARISON SUMMARY - JUNE, 2025 (APRIL SALES)

CITY	% change month	% change ytd	COUNTY	% change month	% change ytd
Fredericksburg	(0.63)	(0.30)	Gillespie	1.17	0.07
Kerrville	12.44	4.37	Kerr	1.48	3.43
Boerne	9.37	4.55	Kendall	9.84	7.37
Llano	5.21	5.93	Llano	10.04	7.16
Marble Falls	(4.01)	(1.67)	Burnet	(2.15)	2.11
Bandera	10.89	5.44	Bandera	7.94	18.91
Johnson City	7.64	8.95	Blanco	(6.85)	0.35
New Braunfels	(7.87)	3.56	Comal	37.49	19.15
Wimberley	2.49	5.67	Hays	4.92	5.92
Salado	21.73	14.44	Bell	0.94	7.14
Granbury	51.97	10.19	Hood	5.21	22.41
Waco	12.55	9.50	McLennan	7.50	10.37
Grapevine	5.43	2.74	Tarrant	4.31	3.85
Port Aransas	10.89	6.60	Nueces	3.55	1.09
Rockport	(12.52)	0.64	Aransas	(9.20)	4.25
Marfa	10.23	3.80	Presidio	5.72	8.26
Galveston	7.53	7.51	Galveston	2.37	5.59
Brenham	6.86	4.39	Washington	12.29	4.99
Austin	0.80	(1.85)	Travis	1.71	(0.53)
San Antonio	6.83	1.87	Bexar	5.15	1.66
Houston	6.20	3.87	Harris	6.33	4.71
Dallas	2.32	3.59	Dallas	1.95	2.93
State (Cities)	5.67	4.29	State (Counties)	6.01	5.23

Shaded numbers are worse than ours.

APRIL SALES RECEIPTS

June Sales Tax Report

City of Fredericksburg

	2025	2024	2023	2022	2021
JAN	765,994	799,260	782,905	760,015	582,454
FEB	1,028,868	924,057	894,705	871,461	744,208
MAR	660,755	657,791	633,261	611,429	508,167
APR	660,796	699,382	636,485	533,476	438,755
MAY	857,624	900,460	822,646	853,994	757,207
JUN	775,064	780,056	715,407	675,353	668,869
JUL		733,786	738,475	699,245	667,080
AUG		766,115	703,432	760,554	799,227
SEP		757,497	730,755	666,961	661,403
OCT		702,427	675,110	692,563	623,790
NOV		782,266	735,976	731,865	771,224
DEC		816,124	744,987	751,235	640,465
Total	4,747,101	9,319,851	8,914,085	8,608,171	7,871,869

Fredericksburg Gillespie County Combined

	Jun 25	Jun 24	Change	YTD 2025	YTD 2024	Change
	775,064	780,056	-0.63%	4,747,101	4,761,606	-0.30%
	404,319	399,611	1.17%	2,383,578	2,381,994	0.07%
	1,179,383	1,179,667	-0.02%	7,130,679	7,143,600	-0.18%

Gillespie County

	2025	2024	2023	2022	2021
JAN	388,091	415,372	406,560	371,424	285,619
FEB	483,853	426,591	453,797	419,141	350,057
MAR	346,308	345,135	351,297	305,429	255,886
APR	361,483	362,273	346,599	285,134	225,110
MAY	399,524	433,012	404,469	401,106	345,729
JUN	404,319	399,611	341,416	354,750	334,243
JUL		373,955	390,850	364,652	338,628
AUG		362,714	399,245	355,111	364,353
SEP		366,504	455,708	312,832	306,778
OCT		330,808	328,640	321,054	282,563
NOV		377,516	372,394	369,574	371,347
DEC		413,035	375,629	361,348	326,905
Total	2,383,578	4,596,526	4,586,602	4,221,655	3,789,118

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