

City of Burnet City Council



Item Brief

Meeting Date

December 15, 2025

Agenda Item

Discuss and consider action: Resolution No. R2025-88: D. Vaughn

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, APPROVING THE FIXED BASE OPERATOR MASTER AGREEMENT AND ITS COMPONENT AGREEMENTS—INCLUDING THE FBO FACILITY LEASE, THE FBO AND FUEL SALES AGREEMENT, AND THE HANGAR “E” LEASE—BETWEEN THE CITY OF BURNET AND CROSBY FLYING SERVICES, LLC; AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENTS SUBJECT TO THE APPROVAL OF THE CITY ATTORNEY.

Information

The City entered into an FBO services agreement with Crosby Flying Services on January 1, 2023, which ends December 31, 2025. The Parties wish to extend the agreement through December 31, 2026.

In July 2025 (R2025-59), the City approved Crosby’s request to subcontract aircraft maintenance to C3 Air Works and sublease approximately 6,400 sq. ft. of the FBO Hangar, allowing C3 Air Works to provide piston-engine aircraft maintenance through December 31, 2025.

The new Agreement formally divides the FBO Hangar into two leaseholds—Crosby in the FBO Facility and C3 Air Works in the Maintenance Hangar—and includes Crosby’s lease of the new 12,000 sq. ft. Hangar “E.”

This Resolution approves the updated Fixed Base Operator Master Agreement and Component Agreements, reflecting the extended term, revised responsibilities, revised hangar allocations, and addition of the Hangar “E” lease, and authorizes the City Manager to execute the Agreement pending any changes approved by the City Attorney.

Fiscal Impact

The Agreement includes \$1,159/month for the FBO Facility, \$9,000/month for Hangar “E”, and fuel flowage fees of \$0.07/gal AVGas and \$0.20/gal Jet Fuel, with Hangar “E” based jets receiving a \$0.10/gal Jet fuel flowage fee discount.

Recommendation

Staff recommends approval of Resolution No. R2025-88 as presented.

RESOLUTION NO. R2025-88

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, APPROVING THE FIXED BASE OPERATOR MASTER AGREEMENT AND ITS COMPONENT AGREEMENTS—INCLUDING THE FBO FACILITY LEASE, THE FBO AND FUEL SALES AGREEMENT, AND THE HANGAR “E” LEASE—BETWEEN THE CITY OF BURNET AND CROSBY FLYING SERVICES, LLC; AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENTS SUBJECT TO THE APPROVAL OF THE CITY ATTORNEY.

WHEREAS, City is the owner of land and certain improvements known as the Burnet Municipal Airport, located in the City of Burnet, Burnet County, Texas, which is operated as a public airport; and

WHEREAS, on January 1, 2023, City and Crosby entered into an agreement for FBO services that terminates on December 31, 2025; and

WHEREAS, the Parties wish to extend their relationship until December 31, 2026, by entering into this Agreement; and

WHEREAS, as Crosby has sublet its right to the General Aviation Piston Engine Maintenance and Repair component of the prior agreement to C3 Air Works, it is necessary to subdivide the facility known as the FBO Hangar into two separate leaseholds, with Crosby leasing the FBO Facility under this Lease and C3 Air Works leasing the Maintenance Hangar under separate lease that is not part of this Agreement; and

WHEREAS, the Parties additionally desire that Crosby lease new Hangar “E” from the City and that the terms and conditions thereon be memorialized in this Agreement as new Article VI hereto; and

WHEREAS, the Parties deem it desirable to enter into this new Agreement to clearly set forth the rights, privileges, obligations, and duties applicable to Crosby’s role as the Airport’s Fixed Base Operator during the term set out herein.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, AS FOLLOWS:

Section One. Findings. The recitals set out above are hereby approved and incorporated herein for all purposes.

Section Two. Approval. The Fixed Base Operator Master Agreement and all Component Agreements attached hereto are hereby approved, subject to non-substantive changes as to legal form made by the City Attorney.

Section Three. Authorization. Upon the City Attorney's approve, as to legal form, the City Manager is hereby authorized to execute said Agreement and execute such ancillary documents and take such actions as may be reasonably necessary to carry out the provisions of this Resolution.

Section Four. Open Meetings. It is hereby officially found and determined that the meeting at which this resolution was passed was open to the public and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act.

Section Five. Effective Date. That this resolution shall take effect immediately upon its passage, and approval as prescribed by law.

PASSED AND APPROVED on this the 15th day of December 2025.

CITY OF BURNET, TEXAS

Gary Wideman, Mayor

ATTEST:

Maria Gonzales, City Secretary