

KERRVILLE-KERR COUNTY JOINT AIRPORT BOARD

Regular Meeting

Wednesday, January 22, 2020 at 8:30 a.m.

Airport Terminal Conference Room

1877 Airport Loop Road

Kerrville, Texas 78028

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MEMBERS PRESENT:

Bill Wood, President

Mark Mosier, Vice President

Jim Mans

Keith Miller

AIRPORT BOARD MEMBERS ABSENT:

Trey Atkission

AIRPORT BOARD STAFF PRESENT:

Mary Rohrer, Airport Manager

Carole Dungan, Executive Assistant

COUNTY STAFF PRESENT:

Tom Moser, County Commissioner

James Robles, Assistant County Auditor

CITY STAFF PRESENT;

E.A. Hoppe, Deputy City Manager

VISITORS:

Keith Neffendorf, Independent Auditor with Neffendorf & Knopp, P.C.

Hayley Blocker, Independent Auditor with Neffendorf & Knopp, P.C.

Joe Kennedy owner of Kerrville Aviation

Mike Asmus

I-N-D-E-X

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	• Roof Repair from Hail Damage	
	• FY 2020 Project Updates	
	• Leasing Update	
	• Independent Audit	
	• Timeline for Budget Process	
	• Timeline for Board Member Selection	
5.	EXECUTIVE SESSION	
	The Kerrville-Kerr County Joint Airport Board reserves the right to discuss any of the above items in executive closed session if they meet the qualifications in Session 551.071 (consultation with Attorney), 551.072 (deliberations regarding real property), 551.073 (deliberations regarding gifts), 551.074 (personnel matters), 551.075, 551.076 (deliberations regarding security devices) or 551.087 (deliberation regarding economic development negotiations) of Chapter 551 of the Government Code of the State of Texas.	
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## 1. VISTOR FORUM –

## 2. KERRVILLE – KERR COUNTY JOINT AIRPORT BOARD MEMBER FORUM –

Board President Bill Wood reminded everyone that while there a list of responsibilities for the Board President and Vice President there is not one for the Board members and if a Board member has a comment on the Operations at the Airport they should go through Mary or himself to have it handled. Mark Mosier mentioned that if has been a year since the airport implemented the closed gate at the main entrance to the Airport and the need to remove deer on the airport property has declined dramatically. He is very pleased with the way that this has worked out.

## 3. CONSENT AGENDA:

The Board approved the Joint Airport Board minutes for December with a vote of 3 – 0 – 1 abstained.

## 4. DISCUSSION AND POSSIBLE ACTION

The agenda modified to allow the Independent Auditor Keith Neffendorf to present the audit and leave.

4D. Report for Independent Auditors - Keith Neffendorf and Hayley Blocker conducted the independent audit for FY 2018-2019. Keith Neffendorf when over the audit report and sighted that the audit was unqualified (meaning clean) and that the airport is in very good financial shape. A motion to accept the audit report as reported made and seconded. The vote was 4-0.

4A. Financials - James Robles – Presented the financials for December. A motion to accept the financials made and seconded. The vote was 4-0 to accept the financials.

### 4B. Monthly update from Kerrville Aviation

- Joe Kennedy reported an increase in revenue for the year as well as an increase in fuel sales. Fuel sales are approximately 60 thousand over last year.
- He also reported an increase in employees. He is furnishing the employees with safety vests for the employees the wear while out on the ramp. It makes them easily seen and identified.
- Joe is also looking to bring in several large aircrafts and he has entered into a contract with Hertz for rental cars.

### 4C. Strategic Planning –

- Each of the Champions gave a brief summary of their work on action items.
- Mark Mosier will be researching the Uvalde Airport on how they developed the Airport.
- Mary reported on the timeline for the T-hangars and future box hangars. She has scheduled another meeting to discuss the capital improvement projects. In addition she has approved a proposal for a pavement analysis report (\$10,0000.) and items in the terminal building that need to be address (painting and new furniture)
- Keith Miller and Joe Kennedy along with Mary Rohrer will meet to discuss ways the airport board can help him improve his revenue.
- The board discussed updating Foreflight; having a cookout here at the airport to bring people from the community to the airport; how the airport website on the City's website will be up and available in two week and how can they support Tivy High School's Aviation Program.
- See Handout for topics of reports.

#### 4D. General Update –

- Mary Rohrer gave the Board an update on the status of the repairs to the airport roofs (see handout). She handed out a breakdown of the Projects for 2020 (see handout). She also reported on the Leasing opportunities on the airport (see handouts).
- Carole Dungan went over the Timeline for the Budget Process and the Timeline for the Selection of a new board meeting. The Budget must be into the owner by June 1
- The Confederate Airplanes are due to come to that airport on March 6<sup>th</sup>.
- Mary also reported that the Paint Hangar roof needs repair and we should think about building an 80x80 or 100x100 to replace it for the tenants currently there. The RFQ's for the T-hangars should be back by February 14<sup>th</sup> and completion on the new T-hangars has been pushed back to April or May of 2021.
- Before adjourning, Carole Dungan brought up to the Board the Request from Flyin' Diesel to have drag races on the small runway. The board members asked that he bring them a proposal and address how repairs to the runway will be made if they damage the runway.

#### 5. ADJOURMENT

A Motion for adjournment. Vote was 4-0. Meeting adjourned at 11:10 p.m.