

**AGENDA
REGULAR MEETING OF THE
KERRVILLE-KERR COUNTY JOINT AIRPORT BOARD
JUNE 23, 2021 8:30 A.M.
HAPPY STATE BANK EXPO HALL
HILL COUNTRY YOUTH EVENT CENTER
KERRVILLE, TEXAS 78028**

CALL TO ORDER

1. VISITORS FORUM:

At this time, any person with business not scheduled on the agenda may speak with the airport board. No deliberation or action can be taken on these items because the Open Meetings Act requires an item be posted on an agenda 72 hours before the meeting. Visitors are asked to limit presentations to three minutes.

2. KERRVILLE-KERR COUNTY JOINT AIRPORT BOARD MEMBER FORUM

At this time, any member(s) of the Kerrville – Kerr County Joint Airport Board may speak to the Board and/or public present on any matter not scheduled on the agenda. (No deliberate or formal action can be taken on these items because the Open Meetings Act requires an item that requires formal action to be posted on the agenda 72 hours before the meeting. If formal action is required, the item will be placed on an agenda for a future meeting.)

3. CONSENT AGENDA

All items listed below within the consent agenda are considered routine by the Board and will be enacted with one motion. There will not be separate discussion of items unless a Board Member or citizen so request, in which event the item will be removed from the general order of business and considered in its normal sequence.

3 A. Approval of May 26, 2021 Board Meeting Minutes

4. DISCUSSION AND POSSIBLE ACTION

4A. Monthly Financials, May - James Robles

4B. Monthly Update for Kerrville Aviation – Joe Kennedy

4C. Annual Meeting Feedback- Board Members

4D. Update on Property Insurance Claims – Mary Rohrer
1. Brinkman Hangar Doors – 2020 Wind Claim
2. Terminal Building- 2021 Snow Claim

4E. General airport update – Mary Rohrer
1. TxDOT Row Hangar Update
2. Airport site work for box hangars
3. Administration Tasks

5. ADJOURNMENT

The facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations must be made 48 hours prior to this event. Please contact the Kerr County Commissioners' Court at 830-792-2211 for further information.

I do hereby certify that this notice of meeting was posted on the bulletin board at the Kerr County Courthouse, Kerrville, Texas, and said notice was posted on the following date and time: _____ at _____ and remained posted continuously for at least 72 hours preceding the scheduled time of the meeting.

Deputy County Clerk, Kerr County, Texas

KERRVILLE-KERR COUNTY JOINT AIRPORT BOARD

Regular Meeting

Wednesday, May 26, 2021 at 8:30 AM

Happy State Bank Expo Center

Hill Country Youth Event Center

3785 Highway 27

Kerrville, Texas 78028

MEMBERS PRESENT:

Mark Mosier, President

Jim Mans, Vice President

Trey Atkission

Stephen Schmerbeck

Scott Schellhase

AIRPORT BOARD STAFF PRESENT:

Mary Rohrer, Airport Manager

Carole Dungan, Executive Assistant

VISITORS:

Commissioner Tom Moser

Councilperson Judy Eychner

Stuart Barron, Director of Public Works, Kerrville

Tanya Shelton, Kerr County Auditor

James Robles, County Auditor Department

Joe Kennedy, Kerrville Aviation

Robert Hamm

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| 1. | VISTOR’S FORUM | 3 |
| 2. | KERRVILLE-KERR COUNTY JOINT AIRPORT BOARD MEMBER FORUM | 3 |
| 3. | CONSENT AGENDA | 3 |
| | 3 A. Approval of the Board Minutes for April 28, 2021 Meeting Minutes | 3 |
| 4. | DISCUSSION AND POSSIBLE ACTION | |
| | 4A. Monthly Financials, April – James Robles | 3 |
| | 4B. Monthly Update for Kerrville Aviation – Joe Kennedy | 3 |
| | 4C. Selection of Vice President – Mark Mosier | 3 |
| | 4D. City County Annual Meeting date – June 16, 2021, 1:30 pm at the Dietert Center | 3 |
| | 4E. Interlocal Agreement | 3 |
| | 4F. Update on Insurance Claims – | |
| | 1. Brinkman Doors - 2020 Wind Claim | |
| | 2. Terminal Building – 2021 Snow Storm | 3 |
| | 4G. General Updates – Mary Rohrer | |
| | 1. TxDOT Row Hangar Update | 3 |
| | 2. Airport site work for box hangars | |
| | 3. Administration tasks | |
| | 4H. Jim Mans Appreciation of Service | |
| 5. | <u>EXECUTIVE SESSION</u> | |
| | The Kerrville – Ker County Joint Airport Board reserves the right to discuss any of the above items in executive closed session if they meet the qualifications in Sections 551.071 (consultation with attorney), 551.072 (deliberation regarding Real property), 551.073 (deliberations regarding gifts), 551.074 (personnel matters), 551.075, 551.076 (deliberations regarding security devices) or 551.087 (deliberations regarding economic development negotiations) of Chapter 551 of the Government Code of the State of Texas | |

CALL TO ORDER

1. VISTORS FORUM:

Mr. Robert Hamm introduced himself and let the board know that he is working with Mary Rohrer and Carole Dungan to put together a monthly newsletter.

2. KERRVILLE-KERR COUNTY JOINT AIRPORT BOARD MEMBER FORUM:

Mary Rohrer introduced Stuart Barron, Director of Public Works for the City of Kerrville. He has been with the City for 17 years.

Mark also brought it to the attention of the board and those in attendance that parking under the portico at the airport is for pickup and drop off of passengers. She asked that we set the example and make sure that we are not parking there for any length of time.

3. CONSENT AGENDA

3 A. The Board approved the minutes for the April 26, 2021 meeting with a vote of 5-0. (Exhibit 3A)

4. DISCUSSION AND POSSIBLE ACTION

4A. James Robles review the financials for April with the board. The board vote 5-0 to accept the financial reports. (See Exhibit 4 A)

4B. Joe Kennedy gave an update on the status of Kerrville Aviation

4C. Mark Mosier complimented and thanked Jim Mans for all that he has done for the Airport as a board member. Jim Mans took this opportunity to nominate Stephen Schmerbeck as Vice President of the Joint Airport Board. Mark asked for any other nomination, hearing none Stephen was elected by a vote of 5-0.

4D. Mark reminded everyone of the Annual Meeting with the City and County to be held on June 16th, 2021 at the Dietert Center at 1:30pm.

4E. Mark Mosier thanked Jim Mans, Mary Rohrer, Tom Moser, Judy Eychner, and EA Hoppe for all their hard work on revising the Interlocal Agreement that was approved by the County Commissioners on May 23rd, 2021 and the City Council on June 24th, 2021. (see exhibit 4E) no action needed.

4F. Mary gave an update on the Insurance Claims for the Brinkman Doors and the Terminal Building (see exhibit 4F1 and 4F2). No action needed.

4G. Airport Manager Reports – Mary Rohrer

Mary gave the board an update on the status of the Row Hangar project, the airport site work for box hangars and administrative tasks and Carole Dungan gave a mid-year review of the financial budget for the airport (See exhibits 4G 3 and 4G4) No action needed.

4H. A card was present to Jim Mans in appreciation for all of his work on the Airport Board. He will be recognized again at the Annual Meeting with the City and County.

5. The Meeting adjourned at 10:00 am.

Kerrville-Kerr County Airport Financial Statements

KERRVILLE AIRPORT



KERRVILLE MUNICIPAL/LOUIS SCHREINER FIELD AIRPORT

For the Month of May, 2021

47 -Airport

| ACCOUNT# | TITLE | | |
|---|-------------------------------|-------------------|-------------------|
| ASSETS | | | |
| ===== | | | |
| 47-103-100 | NOW ACCOUNT | <u>959,788.69</u> | |
| | | | <u>959,788.69</u> |
| TOTAL ASSETS | | | <u>959,788.69</u> |
| LIABILITIES | | | |
| ===== | | | |
| 47-202-050 | UNEARNED REV LAND LEASES | 5,373.97 | |
| 47-202-055 | UNEARNED REV T-HANGERS | 300.00 | |
| 47-202-100 | ACCRUED COMPENSATION | 5,270.38 | |
| 47-202-114 | 1994 BUILDING DEPOSITS | 5,000.00 | |
| 47-202-115 | TERMINAL DEPOSITS | 1,125.00 | |
| 47-202-116 | T-HANGER DEPOSITS | 5,100.00 | |
| 47-202-118 | BRINKMAN DEPOSIT | 8,085.00 | |
| 47-207-090 | DUE TO PAYROLL FUND | (2,540.08) | |
| 47-207-201 | DUE TO FICA | 277.94 | |
| 47-207-203 | DUE TO RETIREMENT | 255.17 | |
| 47-207-204 | DUE TO FED W/H | 332.37 | |
| 47-207-505 | DUE TO MUTUAL OF OMAHA VA | 8.48 | |
| 47-207-511 | DUE TO MASA EMERGENT | 8.10 | |
| 47-207-514 | VISION | 3.67 | |
| 47-207-521 | SHORT TERM DISAB MUT.OF OMAHA | 2.57 | |
| 47-207-522 | LONG-TERM DISAB MUT. OF OMAHA | <u>26.78</u> | |
| TOTAL LIABILITIES | | | <u>28,629.35</u> |
| EQUITY | | | |
| ===== | | | |
| 47-271-000 | UNRESERVED FUND BALANCE | <u>592,548.40</u> | |
| TOTAL BEGINNING EQUITY | | | 592,548.40 |
| TOTAL REVENUE | | 639,288.95 | |
| TOTAL EXPENSES | | <u>300,678.01</u> | |
| TOTAL REVENUE OVER/(UNDER) EXPENSES | | | 338,610.94 |
| TOTAL EQUITY & REV. OVER/(UNDER) EXP. | | | <u>931,159.34</u> |
| TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP. | | | <u>959,788.69</u> |
| ===== | | | |

KERRVILLE-KERR COUNTY AIRPORT
 STATEMENT OF REVENUES - BUDGET VS. ACTUAL
 AS OF: MAY 31ST, 2021

47 -Airport

| REVENUES | ORIGINAL BUDGET | CURRENT BUDGET | MONTHLY REVENUE | YEAR-TO-DATE REVENUE | PRIOR YEAR YEAR-TO-DATE | BUDGET REMAINING | % BUDGET REMAINING |
|--|-----------------|------------------|-------------------|----------------------|-------------------------|-------------------|--------------------|
| <u>INTERGOVERNMENTAL REV.</u> | | | | | | | |
| 47-300-604 CARES ACT GRANT | 0 | 69,000 | 41,276.00 | 69,000.00 | 0.00 | 0.00 | 0.00 |
| TOTAL INTERGOVERNMENTAL REV. | 0 | 69,000 | 41,276.00 | 69,000.00 | 0.00 | 0.00 | 0.00 |
| <u>LEASE/RENTAL INCOME</u> | | | | | | | |
| 47-325-301 LAND ONLY LEASES | 40,200 | 40,200 | 3,218.29 | 25,130.92 | 125,650.14 | 15,069.08 | 37.49 |
| 47-325-401 LAND & STRUCTURE LEASES | 142,000 | 142,000 | 11,827.87 | 94,672.68 | 0.00 | 47,327.32 | 33.33 |
| 47-325-601 BRINKMAN HANGER & OFFICE LE | 97,000 | 97,000 | 7,469.69 | 66,403.20 | 67,003.08 | 30,596.80 | 31.54 |
| 47-325-602 TERMINAL LEASES | 13,000 | 13,000 | 2,620.59 | 13,269.98 | 10,133.73 | (269.98) | 2.08- |
| 47-325-603 T-HANGAR LEASE | 126,000 | 126,000 | 6,225.00 | 97,600.00 | 96,375.00 | 28,400.00 | 22.54 |
| 47-325-604 VEHICLE RENT SURCHARGE | 3,000 | 3,000 | 470.80 | 2,066.95 | 1,559.28 | 933.05 | 31.10 |
| 47-325-605 STORAGE RENTAL | 1,300 | 1,300 | 165.00 | 1,320.00 | 1,825.00 | (20.00) | 1.54- |
| 47-325-625 PARKING LOT LEASES | 5,000 | 5,000 | 0.00 | 3,417.50 | 3,830.00 | 1,582.50 | 31.65 |
| TOTAL LEASE/RENTAL INCOME | 427,500 | 427,500 | 31,997.24 | 303,881.23 | 306,376.23 | 123,618.77 | 28.92 |
| <u>FUEL SALES-AVIATION</u> | | | | | | | |
| 47-350-601 FUEL FLOW FEES | 20,000 | 20,000 | 3,709.71 | 25,271.82 | 22,471.11 | (5,271.82) | 26.36- |
| TOTAL FUEL SALES-AVIATION | 20,000 | 20,000 | 3,709.71 | 25,271.82 | 22,471.11 | (5,271.82) | 26.36- |
| <u>PROCEEDS</u> | | | | | | | |
| 47-370-975 INSURANCE PROCEEDS | 0 | 241,122 | 41,485.46 | 241,121.50 | 0.00 | 0.00 | 0.00 |
| 47-370-980 APPROPRIATED FUND BALANCE | 0 | 400,000 | 0.00 | 0.00 | 0.00 | 400,000.00 | 100.00 |
| TOTAL PROCEEDS | 0 | 641,122 | 41,485.46 | 241,121.50 | 0.00 | 400,000.00 | 62.39 |
| <u>MISCELLANEOUS</u> | | | | | | | |
| <u>INTEREST INCOME</u> | | | | | | | |
| 47-380-601 INTEREST INCOME | 0 | 0 | 2.96 | 14.40 | 281.50 | (14.40) | 0.00 |
| TOTAL INTEREST INCOME | 0 | 0 | 2.96 | 14.40 | 281.50 | (14.40) | 0.00 |
| TOTAL REVENUES | 447,500 | 1,157,622 | 118,471.37 | 639,288.95 | 329,128.84 | 518,332.55 | 44.78 |

KERRVILLE-KERR COUNTY AIRPORT
STATEMENT OF EXPENDITURES - BUDGET vs ACTUAL
AS OF: MAY 31ST, 2021

47 -Airport
SALARIES & BENEFITS

| EXPENDITURES | ORIGINAL BUDGET | CURRENT BUDGET | MONTHLY EXPENDITURES | YEAR-TO-DATE EXP.+ ENCUMB. | PRIOR YEAR YEAR-TO-DATE | UNENCUMB. BALANCE | % BUDGET REMAINING |
|--|--------------------|-------------------|-------------------------|-------------------------------|----------------------------|----------------------|-----------------------|
| <u>SALARIES AND BENEFITS</u> | | | | | | | |
| 47-700-101 Airport Manager | 88,400 | 88,400 | 7,140.00 | 58,813.13 | 56,907.54 | 29,586.87 | 33.47 |
| 47-700-102 EXECUTIVE ASSISTANT PART TI | 31,162 | 31,162 | 2,517.31 | 20,739.53 | 19,274.79 | 10,422.47 | 33.45 |
| 47-700-104 Airport Maintenance Staff | 38,400 | 38,400 | 3,101.53 | 25,766.70 | 24,704.59 | 12,633.30 | 32.90 |
| 47-700-201 FICA | 12,113 | 12,113 | 926.46 | 7,755.20 | 7,694.74 | 4,357.80 | 35.98 |
| 47-700-202 GROUP INSURANCE | 24,000 | 24,000 | 2,037.78 | 14,943.72 | 11,061.76 | 9,056.28 | 37.73 |
| 47-700-203 RETIREMENT | 21,234 | 21,234 | 1,628.28 | 13,883.06 | 13,321.27 | 7,350.94 | 34.62 |
| 47-700-204 WORKMAN'S COMP | 1,300 | 1,300 | 0.00 | 915.00 | 674.00 | 385.00 | 29.62 |
| 47-700-206 BASIC LIFE | 200 | 200 | 15.66 | 114.84 | 83.52 | 85.16 | 42.58 |
| TOTAL SALARIES AND BENEFITS | 216,809 | 216,809 | 17,367.02 | 142,931.18 | 133,722.21 | 73,877.82 | 34.08 |
| | | | | | | | |
| TOTAL SALARIES & BENEFITS | 216,809 | 216,809 | 17,367.02 | 142,931.18 | 133,722.21 | 73,877.82 | 34.08 |

KERRVILLE-KERR COUNTY AIRPORT
STATEMENT OF EXPENDITURES - BUDGET vs ACTUAL
AS OF: MAY 31ST, 2021

47 -Airport
AIRPORT

| EXPENDITURES | ORIGINAL BUDGET | CURRENT BUDGET | MONTHLY EXPENDITURES | YEAR-TO-DATE EXP. + ENCUMB. | PRIOR YEAR YEAR-TO-DATE | UNENCUMB. BALANCE | % BUDGET REMAINING |
|--|--------------------|-------------------|-------------------------|--------------------------------|----------------------------|----------------------|-----------------------|
| <u>PERSONNEL</u> | | | | | | | |
| 47-800-008 PROF. DVMT/TRAINING | 4,000 | 4,000 | 75.17 | 223.57 | 3,833.84 | 3,776.43 | 94.41 |
| TOTAL PERSONNEL | 4,000 | 4,000 | 75.17 | 223.57 | 3,833.84 | 3,776.43 | 94.41 |
| <u>SUPPLIES</u> | | | | | | | |
| 47-800-101 OFFICE SUPPLIES | 2,700 | 2,700 | 53.51 | 1,473.31 | 1,790.40 | 1,226.69 | 45.43 |
| 47-800-102 SMALL TOOLS & EQUIP | 2,000 | 2,000 | 104.85 | 924.24 | 927.60 | 1,075.76 | 53.79 |
| 47-800-104 FUEL & OIL SUPPLIES | 3,000 | 3,000 | 0.00 | 867.63 | 1,048.52 | 2,132.37 | 71.08 |
| 47-800-106 JANITORIAL SERVICES | 6,000 | 6,000 | 499.76 | 4,355.62 | 3,071.20 | 1,644.38 | 27.41 |
| 47-800-110 LANDSCAPING | 8,000 | 8,000 | 383.55 | 3,233.55 | 3,250.00 | 4,766.45 | 59.58 |
| 47-800-112 WEARING APPAREL | 1,000 | 1,000 | 39.10 | 310.11 | 459.35 | 689.89 | 68.99 |
| TOTAL SUPPLIES | 22,700 | 22,700 | 1,080.77 | 11,164.46 | 10,547.07 | 11,535.54 | 50.82 |
| <u>MAINTENANCE</u> | | | | | | | |
| 47-800-200 LAND MAINT/MOWING CONTRACT | 37,500 | 37,500 | 7,500.00 | 7,500.00 | 15,000.00 | 30,000.00 | 80.00 |
| 47-800-201 BUILDING & STRUCTURES REPAI | 35,000 | 104,000 | 8,929.50 | 41,814.92 | 0.00 | 62,185.08 | 59.79 |
| 47-800-202 BUILDING & STRUCTURE MAINT. | 9,000 | 9,000 | 531.20 | 1,956.79 | 11,830.07 | 7,043.21 | 78.26 |
| 47-800-203 VEHICLE MAINTENANCE | 2,500 | 1,500 | 0.00 | 1,443.95 | 1,249.66 | 56.05 | 3.74 |
| 47-800-205 AIRSIDE MAINTENANCE | 5,000 | 5,000 | 0.00 | 2,230.89 | 1,822.20 | 2,769.11 | 55.38 |
| 47-800-215 2020 WIND DAMAGE REPAIRS IN | 0 | 199,636 | 2,867.72 | 18,143.06 | 129,250.00 | 181,492.98 | 90.91 |
| 47-800-220 1815 HANGER DOOR REPAIR A.P | 0 | 400,000 | 2,867.72 | 2,867.72 | 0.00 | 397,132.28 | 99.28 |
| 47-800-225 2021 WINTER STORM REPAIRS | 0 | 41,485 | 3,531.00 | 18,851.44 | 0.00 | 22,634.02 | 54.56 |
| TOTAL MAINTENANCE | 89,000 | 798,122 | 26,227.14 | 94,808.77 | 159,151.93 | 703,312.73 | 88.12 |
| <u>PROFESSIONAL SERVICES</u> | | | | | | | |
| 47-800-302 PROPERTY INSURANCE | 15,000 | 15,000 | 0.00 | 12,659.00 | 11,574.00 | 2,341.00 | 15.61 |
| 47-800-303 LIABILITY INSURANCE | 1,000 | 1,000 | 0.00 | 634.00 | 646.00 | 366.00 | 36.60 |
| 47-800-305 EQUIPMENT RENTAL | 2,500 | 2,500 | 134.98 | 1,132.86 | 1,545.51 | 1,367.14 | 54.69 |
| 47-800-307 MARKETING | 10,000 | 10,000 | 0.00 | 424.69 | 76.08 | 9,575.31 | 95.75 |
| 47-800-311 LEGAL SERVICES | 6,000 | 6,000 | 0.00 | 775.00 | 3,575.00 | 5,225.00 | 87.08 |
| 47-800-312 PROFESSIONAL SERVICES | 15,000 | 15,000 | 1,382.50 | 9,582.50 | 16,579.83 | 5,417.50 | 36.12 |
| TOTAL PROFESSIONAL SERVICES | 49,500 | 49,500 | 1,517.48 | 25,208.05 | 33,996.42 | 24,291.95 | 49.07 |
| <u>UTILITIES</u> | | | | | | | |
| 47-800-401 Phone Service - Cell | 1,500 | 1,500 | 164.98 | 758.32 | 712.42 | 741.68 | 49.45 |
| 47-800-404 WATER & SEWER | 2,200 | 2,200 | 650.00 | 2,793.78 | 862.98 | 593.78 | 26.99 |
| 47-800-406 LIGHT AND POWER | 15,000 | 15,000 | 1,474.94 | 10,711.43 | 9,887.92 | 4,288.57 | 28.59 |
| 47-800-503 DUES AND SUBSCRIPTION | 1,000 | 1,000 | 0.00 | 0.00 | 162.50 | 1,000.00 | 100.00 |
| TOTAL UTILITIES | 19,700 | 19,700 | 2,289.92 | 14,263.53 | 11,625.82 | 5,436.47 | 27.60 |
| <u>CAPITAL</u> | | | | | | | |
| 47-800-508 RESERVE FOR CAPITAL | 25,000 | 25,000 | 234.00 | 24,211.99 | 0.00 | 788.01 | 3.15 |
| TOTAL CAPITAL | 25,000 | 25,000 | 234.00 | 24,211.99 | 0.00 | 788.01 | 3.15 |

KERRVILLE-KERR COUNTY AIRPORT
 STATEMENT OF EXPENDITURES - BUDGET vs ACTUAL
 AS OF: MAY 31ST, 2021

47 -Airport
 AIRPORT

| EXPENDITURES | ORIGINAL BUDGET | CURRENT BUDGET | MONTHLY EXPENDITURES | YEAR-TO-DATE EXP.+ ENCUMB. | PRIOR YEAR YEAR-TO-DATE | UNENCUMB. BALANCE | % BUDGET REMAINING |
|------------------------|--------------------|-------------------|-------------------------|-------------------------------|----------------------------|----------------------|-----------------------|
| <u>CONTINGENCY</u> | | | | | | | |
| 47-800-512 CONTINGENCY | <u>3,791</u> | <u>3,791</u> | <u>2,000.00</u> | <u>140.50</u> | <u>3,900.00</u> | <u>3,650.50</u> | <u>96.29</u> |
| TOTAL CONTINGENCY | 3,791 | 3,791 | 2,000.00 | 140.50 | 3,900.00 | 3,650.50 | 96.29 |
| | | | | | | | |
| TOTAL AIRPORT | 213,691 | 922,813 | 33,424.48 | 170,020.87 | 223,055.08 | 752,791.63 | 81.58 |

KERRVILLE-KERR COUNTY AIRPORT
 STATEMENT OF EXPENDITURES - BUDGET vs ACTUAL
 AS OF: MAY 31ST, 2021

47 -Airport
 TERMINAL

| EXPENDITURES | ORIGINAL BUDGET | CURRENT BUDGET | MONTHLY EXPENDITURES | YEAR-TO-DATE EXP.+ ENCUMB. | PRIOR YEAR YEAR-TO-DATE | UNENCUMB. BALANCE | % BUDGET REMAINING |
|-----------------------------------|-----------------|------------------|----------------------|----------------------------|-------------------------|-------------------|--------------------|
| <u>UTILITIES</u> | | | | | | | |
| 47-801-300 FIRE ALARM MONITORING | 1,000 | 3,500 | 142.82 | 1,747.14 | 720.92 | 1,752.86 | 50.08 |
| 47-801-301 LIGHT & POWER | 9,000 | 9,000 | 462.73 | 3,229.42 | 3,368.61 | 5,770.58 | 64.12 |
| 47-801-302 PROPANE GAS | 4,000 | 2,500 | 0.00 | 2,316.42 | 2,161.56 | 183.58 | 7.34 |
| 47-801-303 WATER & SEWER | <u>3,000</u> | <u>3,000</u> | <u>0.00</u> | <u>1,367.83</u> | <u>1,162.42</u> | <u>1,632.17</u> | <u>54.41</u> |
| TOTAL UTILITIES | 17,000 | 18,000 | 605.55 | 8,660.81 | 7,413.51 | 9,339.19 | 51.88 |
| TOTAL TERMINAL | 17,000 | 18,000 | 605.55 | 8,660.81 | 7,413.51 | 9,339.19 | 51.88 |
| TOTAL EXPENDITURES | <u>447,500</u> | <u>1,157,622</u> | <u>51,397.05</u> | <u>321,612.86</u> | <u>364,190.80</u> | <u>836,008.64</u> | <u>72.22</u> |
| REVENUE OVER/(UNDER) EXPENDITURES | 0 | 0 | 67,074.32 | 317,676.09 (| 35,061.96) (| 317,676.09) | 0.00 |

48 -AIRPORT CAPITAL

| ACCOUNT# | TITLE | | |
|---|-------------------------|-------------------|------------------|
| ASSETS | | | |
| ===== | | | |
| 48-103-100 | NOW ACCOUNT | <u>16,176.44</u> | <u>16,176.44</u> |
| TOTAL ASSETS | | | <u>16,176.44</u> |
| ===== | | | |
| LIABILITIES | | | |
| ===== | | | |
| EQUITY | | | |
| ===== | | | |
| 48-271-000 | UNRESERVED FUND BALANCE | <u>39,771.81</u> | |
| TOTAL BEGINNING EQUITY | | <u>39,771.81</u> | |
| TOTAL REVENUE | | 139,145.45 | |
| TOTAL EXPENSES | | <u>162,740.82</u> | |
| TOTAL REVENUE OVER/(UNDER) EXPENSES | | (23,595.37) | |
| TOTAL EQUITY & REV. OVER/(UNDER) EXP. | | | <u>16,176.44</u> |
| TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP. | | | <u>16,176.44</u> |
| ===== | | | |

KERRVILLE-KERR COUNTY AIRPORT
 STATEMENT OF REVENUES - BUDGET VS. ACTUAL
 AS OF: MAY 31ST, 2021

48 -AIRPORT CAPITAL

| REVENUES | ORIGINAL BUDGET | CURRENT BUDGET | MONTHLY REVENUE | YEAR-TO-DATE REVENUE | PRIOR YEAR YEAR-TO-DATE | BUDGET REMAINING | % BUDGET REMAINING |
|--|------------------|------------------|------------------|----------------------|-------------------------|-------------------|--------------------|
| <u>REIMBURSEMENTS</u> | | | | | | | |
| 48-350-100 RAMP GRANT TX DOT MATCH | 50,000 | 50,000 | 0.00 | 28,238.00 | 15,472.50 | 21,762.00 | 43.52 |
| TOTAL REIMBURSEMENTS | 50,000 | 50,000 | 0.00 | 28,238.00 | 15,472.50 | 21,762.00 | 43.52 |
| <u>INTERGOVERNMENTAL REV</u> | | | | | | | |
| 48-351-100 KERR COUNTY RAMP GRANT MATC | 25,000 | 25,000 | 0.00 | 25,000.00 | 25,000.00 | 0.00 | 0.00 |
| 48-351-101 CITY RAMP GRANT MATCH | 25,000 | 25,000 | 0.00 | 25,000.00 | 25,000.00 | 0.00 | 0.00 |
| 48-351-102 KERR COUNTY PROJECT MATCH | 0 | 510,058 | 7,453.50 | 30,453.50 | 0.00 | 479,604.50 | 94.03 |
| 48-351-103 KERRVILLE CITY PROJECT MATC | 510,058 | 510,058 | 7,453.50 | 30,453.50 | 5,622.00 | 479,604.50 | 94.03 |
| TOTAL INTERGOVERNMENTAL REV | 560,058 | 1,070,116 | 14,907.00 | 110,907.00 | 55,622.00 | 959,209.00 | 89.64 |
| <u>MISCELLANEOUS</u> | | | | | | | |
| <u>GRANT REVENUE</u> | | | | | | | |
| <u>OTHER REVENUE</u> | | | | | | | |
| 48-360-100 INTEREST EARNINGS | 0 | 0 | 0.07 | 0.45 | 30.46 | (0.45) | 0.00 |
| TOTAL OTHER REVENUE | 0 | 0 | 0.07 | 0.45 | 30.46 | (0.45) | 0.00 |
| <u>TRANSFERS IN</u> | | | | | | | |
| 48-390-610 TRANSFER IN | 510,058 | 0 | 0.00 | 0.00 | 12,542.00 | 0.00 | 0.00 |
| TOTAL TRANSFERS IN | 510,058 | 0 | 0.00 | 0.00 | 12,542.00 | 0.00 | 0.00 |
| TOTAL REVENUES | 1,120,116 | 1,120,116 | 14,907.07 | 139,145.45 | 83,666.96 | 980,970.55 | 87.58 |

KERRVILLE-KERR COUNTY AIRPORT
 STATEMENT OF EXPENDITURES - BUDGET vs ACTUAL
 AS OF: MAY 31ST, 2021

48 -AIRPORT CAPITAL
 Capital Outlay

| EXPENDITURES | ORIGINAL BUDGET | CURRENT BUDGET | MONTHLY EXPENDITURES | YEAR-TO-DATE EXP.+ ENCUMB. | PRIOR YEAR YEAR-TO-DATE | UNENCUMB. BALANCE | % BUDGET REMAINING |
|--|-----------------|----------------|----------------------|----------------------------|-------------------------|-------------------|--------------------|
| <u>AIRPORT CAPITAL</u> | | | | | | | |
| 48-600-104 RAMP GRANT | 100,000 | 100,000 | 22,203.00 | 79,054.00 | 63,531.25 | 20,946.00 | 20.95 |
| 48-600-109 HORSESHOE BLDG IMPROVEMENT | 530,466 | 530,466 | 0.00 | 46,000.00 | 14,734.00 | 484,466.00 | 91.33 |
| 48-600-111 BOX HANGER CONSTRUCTION | 200,000 | 200,000 | 4,463.64 | 4,463.64 | 0.00 | 195,536.36 | 97.77 |
| 48-600-115 T-HANGER 10% MATCH/SITE PRE | 289,650 | 289,650 | 0.00 | 14,907.00 | 10,350.00 | 274,743.00 | 94.85 |
| 48-600-116 MAINTENANCE BLDG RENOVATION | 22,956 | 22,956 | 0.00 | 21,026.80 | 0.00 | 1,929.20 | 8.40 |
| TOTAL AIRPORT CAPITAL | 1,143,072 | 1,143,072 | 26,666.64 | 165,451.44 | 88,615.25 | 977,620.56 | 85.53 |
| TOTAL Capital Outlay | 1,143,072 | 1,143,072 | 26,666.64 | 165,451.44 | 88,615.25 | 977,620.56 | 85.53 |
| TOTAL EXPENDITURES | 1,143,072 | 1,143,072 | 26,666.64 | 165,451.44 | 88,615.25 | 977,620.56 | 85.53 |
| REVENUE OVER/(UNDER) EXPENDITURES | (22,956) | (22,956) | (11,759.57) | (26,305.99) | (4,948.29) | 3,349.99 | 14.59- |

0622 2021

KERRVILLE- KERR COUNTY AIRPORT

FY 2022 CAPITAL BUDGET REQUEST

| Description | Total | City | County | TxDOT |
|---|--------------|------------|------------|--------------|
| RAMP | \$ 100,000 | \$ 25,000 | \$ 25,000 | \$ 50,000 |
| Pavement Maintenance | \$ 1,800,000 | \$ 90,000 | \$ 90,000 | \$ 1,620,000 |
| Land Use and Development Plan (Pending) | \$ 300,000 | \$ 150,000 | \$ 150,000 | \$ - |
| Crosswind Runway overlay | \$ 350,000 | \$ 175,000 | \$ 175,000 | \$ - |
| TOTALS | \$ 2,550,000 | \$ 440,000 | \$ 440,000 | \$ 1,670,000 |
| Share of expenses | | 17% | 17% | 65% |

AIRPORT BOARD AGENDA ITEM 4D 1

MEETING DATE: June 23, 2021



FROM: Mary Rohrer
SUBJECT: Property Insurance Claims – 2020 Wind Storm
1. Brinkman Hangar Doors
2. Al Mooney Road wood fence

Below is a summary of the two property damage repairs from the July 2020 windstorm

1. 1815 Airport Loop- Brinkman Hangar Doors
 - a. "Line 47-800-215 -2020 Windstorm Repairs Ins"- TAC Storm insurance payments \$199,636 for North Door and paid through April 30 is, \$18,143.
 - b. "Line 47-800-220- Hangar Door Repair A.P." Self-funded from Airport Fund Balance transfer \$400,000, and paid through April 30 is \$2867.
 - c. Contract signed with JK Bernhard, Total Contract= \$559,287, paid to date= \$15,275
 - d. Hangar Door, big picture, the following has been accomplished this month:
 - i. Field verified the hangar's existing structural system and incorporated it into the design. That information was used to generate a wind speed value that the building is rated for using modern code terminology. Both the Contractor's structural engineer and Airport's structural engineer agreed on the design value for Alamo Doors to use. The criteria is "IBC 2018/ASCE 7-16 with a V_{ult} value of 111mph".
 - ii. Alamo and JKB structural engineers are moving the design forward. Alamo is positioning their resources to get back onto the redesign as quickly as possible.
 - iii. Start of construction at the hangar estimated to start in September (3 month delay). Complete by the end of the year.
 - iv. Affected tenants have been notified of the delay.
2. Replacement of wood fence along Al Mooney Road (Insurance proceeds \$7,231)
 - i. Contract with Secor Fencing, \$41,620 (I heard wood prices were softening, whew!)
 - ii. Work to begin in late July 2021, finished by August 2021
 - iii. Remaining \$34,800 balance funded using CARES proceeds

AIRPORT BOARD AGENDA ITEM 4D 2

MEETING DATE: May 26, 2021



FROM: Mary Rohrer
SUBJECT: Property Insurance Claims –2021 Winter Storm Repairs
Airport Terminal Building

Below is a summary of the insurance claim and repairs for the February 2021 Snow storm.

- 1. February 2021 Snow storm claim- Received insurance report on April 30, 2021. Airport part of a larger County- wide claim.

| | | |
|---------------------------|---------------|---|
| Airport | \$ 41,485.46 | ← |
| Riverstar | \$ 29,505.86 | |
| Riverstar Restrooms | \$ 8,508.47 | |
| Sheriff's Office | \$ 4,043.65 | |
| Juvenile Detention Center | \$ 11,044.55 | |
| Baseball fields | \$ 232.46 | |
| General conditions | \$ 24,001.75 | |
| Total | \$ 118,822.20 | |

2. Line 47-800- 225 2021 Winter Storm Repairs

Airport share of insurance proceeds is shown Line Item 47-800-25 with budget of \$41,485 and paid to date, \$18,851.

A. First phase- COMPLETE of repair work began on April 27 for the following areas-

- ~~Break Room, Office 121 (Dave Bryant's office) and Pilot's lounge.~~
- ~~Pilot's Lounge and Office 121 will be ready to occupy this week.~~

B. Second Phase - IN PROGRESS, began Monday. Scope - Replace 2ft of drywall, repaint walls and carpet in:

- Conference Room
- Carole's office/file room, Mary's office and hallway

C. Third Phase-Lobby, electrical room, closets- Drywall and paint

D. Fourth Phase- Women's restroom and Pilot's restroom- Drywall, tile and paint

E. Fifth Phase- Pilot Planning and Kerrville Aviation areas

AIRPORT BOARD AGENDA ITEM 4E 1 and 2

MEETING DATE: June 23, 2021



FROM: Mary Rohrer
SUBJECT: General Airport Update
Design and Construction of Hangars adjacent to Fuel Farm

1. TxDOT ROW Hangar Project-

See June 15 email update below from TxDOT Project Manager, Ed Mayle:

I've met with Philip (Huntley with Garver) and discussed my comments along with yours regarding the final design docs. They're finishing now and we should have the docs back here mid to late (next) week. We will start the internal checklist asap once that occurs, and back into the bid sequence starting with pre-bid conference and bid opening dates / times / locations.

2. Site work for Box Hangars

Wellborn Engineers has been reviewing existing topography and taxiway design options for the site work for future box hangars. See the attached site plan. The TxDOT hangars are highlighted in yellow and box hangar area in green. Mike Wellborn has reviewed the Garver plans and waiting for updated set this week to coordinate the site development work with the TxDOT project plans.



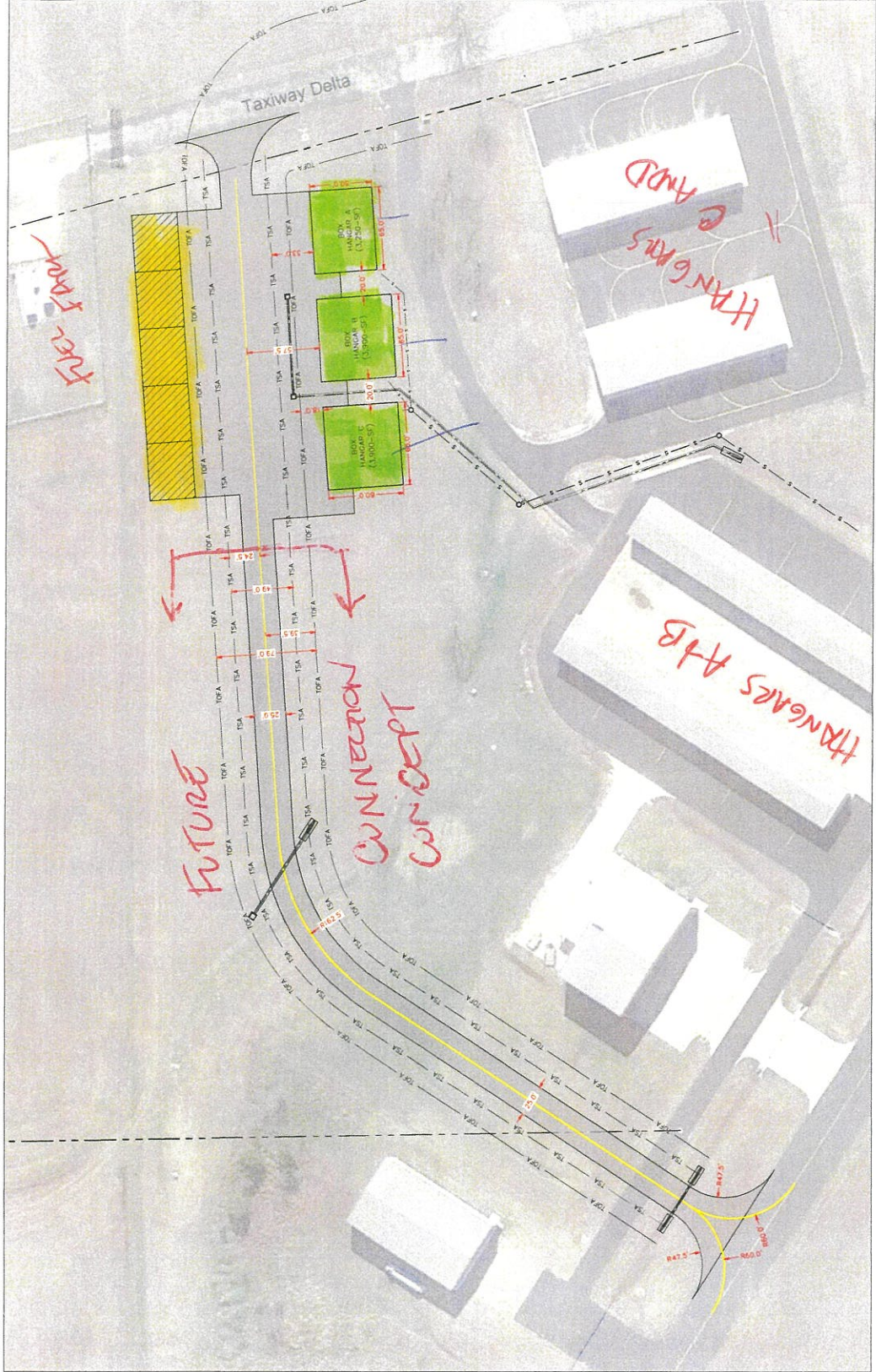
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 Kerrville, TX 78028
 Texas Registration No. E-7781
 welbornengineering.com

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 License No. 88885

Concept B - Box Hangars
 for
 Kerrville/Kerr County Airport
 at Louis Schreiner Field
 Kerrville, Texas

| Revisions | Date | Description |
|-----------|-----------|----------------|
| 1 | 8/21/2021 | Primary Design |

Scale: 1"=40'
 1"=40' for 25'x34' sheets
 WEL Project No: WEL-21-001
 Sheet No: CP-B-2



LEGEND

- PROPERTY BOUNDARY LINES
- EXISTING WATER METER
- EXISTING SEWER MANHOLE
- EXISTING POWER POLE
- EXISTING WATER VALVE
- EXISTING FENCE
- EXISTING ELEC. LINE
- EXISTING WATER LINE
- EXISTING STORM PIPE
- EXISTING 1-FT CONTOUR LINE
- PROPOSED BUILDING BY OTHERS
- PROPOSED PAVEMENT
- PROPOSED BUILDING
- TSA
- TOFA
- TMA
- S
- S
- PROPOSED TAXIWAY SAFETY AREA
- PROPOSED TAXIWAY OBJECT FREE AREA
- PROPOSED SANITARY SEWER
- PROPOSED SANITARY SEWER MANHOLE
- PROPOSED STORM PIPE
- PROPOSED STORM INLET

The features shown on this plan/exhibit/drawing were created from aerial photography, GIS data, and/or other sources. Distances, elevations, and quantities identified on this sheet are only approximate.

The aerial photography used for this plan/exhibit/drawing is provided to show the location of features and is not to be used for legal, engineering, or survey purposes.



4E.3

Kerrville- Kerr County Airport Board Meeting Activites by Month

| Month | Critical Activities and Actions |
|-----------|--|
| October | New Fiscal Year Set JAB meeting dates for Nov/Dec |
| November | After Comm Court approves, set staff holiday schedule |
| December | Independent Auditor Approval |
| January | Start Budget Process- Committee selection. Staff performance review, Auditors report |
| February | Prelim review of budget, set date for budget workshop. Search Committee identified for new board member |
| March | Budget Workshop and Approval of Airport Budget. Search committee report and recommendations for new board member |
| April | Select new Board Member, Mid year financial review of budget and adjustments if needed |
| May | Present Airport Budget and new Board Member to County Commissioners and City Council for their approvals |
| June | Airport Annual Meeting with City and County. New Board member is sworn in by County Judge and attends June Board meeting. |
| July | Manage approval of Airport Budget for next FY |
| August | TxDOT Aviation Conference in San Marcos on August 4. Pres, VP and Manager attend |
| September | Mary attends AAAE Conference in Savannah Finish up projects and get ready for next FY. |

KERRVILLE/KERR COUNTY AIRPORT
ESTIMATED EXCESS FUND BALANCE

| | | Dollars in 000's | |
|--|---|------------------|--------------|
| Fund Balance, 22, 2021 | | | \$935 |
| Brinkman Door Repairs | * | \$600 | |
| Amount Paid | | -\$27 | |
| Remaining Expense | | \$573 | -\$573 |
| TAC Insurance Feb 2021 Snow Claim Received, to be spent | | | -\$18 |
| FY 20-21 Estimated Revenue to Collect | | | \$80 |
| FY 20-21 Estimated Expenses Remaining | | | -\$161 |
| Excess Fund Balance at June 22, 2021 | | | \$263 |
| Six Months Reserves | | | -\$224 |
| Adjusted Fund Balance | | | \$40 |
| Three months reserves | | | -\$112 |
| Adjusted Fund Balance | | | \$151 |

* Contracted price \$560, plus \$40k reserve for items not in JBK Construction contract; storage of planes while hangar doors are removed and re-installed (2 months, about \$10k), storm repairs other than doors, about \$7k, engineering fees to review Contractor plans (\$8k), other unforeseen (\$15k).
Payment based upon \$200 insurance proceeds plus \$400 cash reserve in fund balance.

** Upon completion, airport to request depreciation holdback from TAC Insurance which when received would reduce the overall project spend by \$96k