

KERVILLE-KERR COUNTY JOINT AIRPORT BOARD
Regular Meeting
Wednesday, July 27, 2022 at 8:30 a.m.
Conference Room Terminal Building
Kerrville-Kerr County Airport
1877 Airport Loop
Kerrville, Texas 78028

MEMBERS PRESENT:

Stephen Schmerbeck, President
Scott Schellhase, Vice President,
John Major
Robert Hamm

MEMBERS ABSENT:

Trey Atkission

AIRPORT BOARD STAFF PRESENT:

Mary Rohrer, Airport Manager

VISITORS:

Tanya Shelton, County Auditor
Suprina Espallargas, County Audit Department
Stuart Barron, Public Works Director
Joseph Kennedy, Visitor
Pete Hakala, Visitor

I-N-D-E-X

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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 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 (deliberation regarding security devices) or 551.087 (deliberation regarding economic development negotiations) of Chapter 551 of the Government Code of the State of Texas	4
	5A. - 551.072 Deliberation regarding Real Property – Project Apron, Project Obuco, Project Scot, Project Cadet, Project Lejon	
	5A. 551.074 Personnel Matters- Executive Assistant	
6.	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 Commissioner’s 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.

CALL TO ORDER

1. VISTORS FORUM: John Major brought to the Board's attention per the Interlocal Agreement, the Board has an obligation to review the insurance coverage for adequacy for the Board Member and the Airport employees and would like to see this topic and content on the agenda for consideration by the Board.
2. KERRVILLE-KERR COUNTY JOINT AIRPORT BOARD MEMBER FORUM:
Mary Rohrer, Airport Manager advised the Board she would be taking vacation time from July 29, 2022 until August 4, 2022.
3. CONSENT AGENDA
3 A. The Board postponed approval of the minutes for the June 22, 2022 until the August meeting for the Board members to have time to review.

4. DISCUSSION AND POSSIBLE ACTION

4A. Tanya Shelton reviewed the financial statement information for June 2022. John Major made a motion to accept the financials for June. The motion was seconded by Scott Schellhase and the motion passed with a vote of 4-0. (see exhibit 4A.)

4B. County Auditor Tanya Shelton went over the FY 2022 Budget Adjustments needed to cover Operational expenses until the end of the budget year. John Major made a motion to approve these budget adjustments. Motion was seconded by Scott Schellhase and passed with a vote of 4-0. (see exhibit 4B)

4C. Mary Rohrer presented budget adjustments for FY 2023 Operational Budget. Her main issue is the amount of a COLA raise that will be given for FY 2023. The budget currently has budgeted a 3% COLA raise but the County has not determined the amount they will approve for the County budget. After some discussion, John Major made a motion to approved the FY 2023 Operational Budget with the recommended percent of raise determined by the County Judge. (see exhibit 4C)

4D. Joe Kennedy, owner of the fixed base operation (FBO) Kerrville Aviation gave the board an update on the operations of the FBO. He reported that he has hired an Operations Manager. He also reported that in the recent storm, Hangar 5 suffered some damage to 2 roll up doors. He also reported the price of Avgas has gone down by .75 cents, and Kerrville Aviation is ahead of last year's sale of fuel by 15,000 gallons. Lastly, he mentioned that the Fire Chief and his crew were at the airport and he was able to show them how to cut off fuel on an aircraft. He went on to report to the Board that his staff received fire training.

4E. Stephen Schmerbeck discussed his concern of the insurance requirements in Airport T-Hangar lease. The concern is the age of some of the pilots who are based here that are having a problem obtaining insurance coverage due to their age. He asked that the Board consider a waiver for these pilots. He also reported only a few tenants have not signed and returned their leases at this stage.

4F. Robert Hamm gave a report on the Emergency Response Plan for the Airport. He has gathered background information from several sources and he has talked with area Airport Manager to see what they do. He has also talked at length with people on the field in order to put together the Plan. Mr. Hamm recommended that the plan, when adopted, be practiced twice a year. He requested and will welcome feedback from all Board members. (see exhibit 4F).

4G. Mary Rohrer gave an update on the Row Hangar Project. The contractor, Don Jackson Construction, is now in the procurement stage of 180 days (see exhibit 4G 1). She also reported on the status of the

Crosswind Runway Overlay. The current budget of \$375,000 will not be enough. (see exhibit 4G 2). Lastly she reported on the Airport Funding Agreement with the EIC and the City (see exhibit 4G 3).

5. 10:00 am the Board adjourned the open meeting to go into Executive Session.
6. 12.20 the Board came out of Executive Session and reported the following:
 - Project Apron - John Major or Robert Hamm will proceed with drafting a proposal
 - Project Obuco – no action
 - Project Scot – Board will not proceed in renewing the lease
 - Project Shoe – no action
 - Project Cadet – no action
 - Project Dejon – no action
 - Airport Manager will proceed with the selection process for a new Executive Assistant
6. **ADJOURNMENT**
 - A motion was made to adjourn the meeting and the Board vote 4-0 to adjourn. Board adjourned at 12:22 pm