

KERRVILLE-KERR COUNTY JOINT AIRPORT BOARD

Regular Meeting

Wednesday, November 20, 2019 at 8:30 a.m.

Airport Terminal Conference Room

1877 Airport Loop Road

Kerrville, Texas 78028

---

MEMBERS PRESENT:

Bill Wood, President

Mark Mosier, Vice President

Jim Mans

Keith Miller

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;

Judy Echner, City Council Person

E.A. Hoppe, Deputy City Manager

VISITORS;

Walt Koenig, President Kerrville Area Chamber of Commerce

Gil Salinas, Chief Operating Officer Kerr Economic Development Corporation

I-N-D-E-X

NO.		PAGE
1.	VISTORS FORUM:	3
2.	KERRVILLE – KERR COUNTY JOINT AIRPORT BOARD MEMBER FORUM	3
3.	CONSENT AGENDA	
	3A. Approval of October 23, 2019 Board Meeting Minutes	3
4.	DISCUSSION AND POSSIBLE ACTION	
	4A. Financials Review for September	3
	4B. Discussion on choice of independent Auditor	3
	4C. FY 2020 Capital Program	3
	<ul style="list-style-type: none"><li>• T-Hangar program</li><li>• Site work for future box hangars</li><li>• Horseshoe work</li></ul>	
	4D. Strategic Plan	3
	<ul style="list-style-type: none"><li>• Update from Champions<ul style="list-style-type: none"><li>a. Economic Development – Mark Mosier</li><li>b. Infrastructure and Financing – Bill Wood</li><li>c. Service Levels – Keith Miller</li><li>d. Promotion of Airport – Trey Atkission</li></ul></li></ul>	
	4E. Real Property (Executive sessions 551.087)	3
	<ul style="list-style-type: none"><li>• Presentation and Discussion – Economic Development</li><li>• Discussion - Leases</li></ul>	
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.	
6.	ADJOURNMENT	4

1. VISTOR FORUM –

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

Mary Rohrer reported to the Board that she has received correspondence from Michael Van Fleet with TXDot in reference to letters he is receiving from Mrs. Mary Matthews (Happy). Michael Van Fleet is requesting that this matter be handled at the local level. Commissioner Mosier gave the board a little background on his contacts with Mrs. Matthews both when he was on the Airport Board and as a County Commissioner. Jim Mans asked that the board do some further research and this matter be placed on a future agenda as an action item.

The Board also review the status of the repairs of the Roofs on the various building on the airport that have been damaged during the hail storm in May of this year (see attachment #1)

3. CONSENT AGENDA:

The Board approved the Joint Airport Board minutes for October with a vote of 5 – 0.

4. DISCUSSION AND POSSIBLE ACTION

4A. Financials - James Robles – Presented the financials for October. A motion to accepted the financials was made and seconded. The financials were accepted with a vote of 5-0.

4B. Airport Board Discussion

- Both Mary Rohrer and James Robles addressed the issue of the selection of an Independent Auditing firm for the Airport. Two firms submitted proposals and after review it was the recommendation of Mary, James, and Tanya Shelton that the Board accept the proposal from the firm of Neffendorf & Knopp, P.C. A motion was made and seconded to accept the recommendation and select the firm of Neffendorf & Knopp, P.C. The vote was 5-0.

4C. FY 2020 capital Program

- Mary Rohrer – prepared and presented a memorandum for the Board outlining and giving action steps with projected dates for each (See attachment #2)

4E. Strategic Planning –

- Each of the Champions gave a brief summary of their work on action items.
- One of the items discussed is the furlough of the employees at the Mooney International facility.
- Another issue discussed hiring a consultant to review our rates for our hangars and buildings on the airport. The Board agreed that this should be done and instructed Mary to move ahead with this.
- Mary is working with the City to get the airport on the City's website.

4F. Real Property (executive sessions 551.072)

- Leases – The board went into executive session at 9:40 a.m.

5. The Board came out of Executive Session at 11:27 am.

6. ADJOURNMENT

Motion for adjournment was made and seconded. Vote was taken 5-0. Meeting adjourned at 11:26 p.m.

# CERTIFIED AGENDA

An Executive Session of the

Kerrville / Kerr County Joint Airport Board

20 Day of \_\_\_\_\_ November \_\_\_\_\_, 2019

CONFIDENTIAL: No one shall, without lawful authority, knowingly disclose to a member of the public this certified agenda of a closed meeting. A person who violates this subsection commits a Class B misdemeanor and may be liable to any party injured or damaged by the disclosure. Texas Government Code § 551.146(a).

1. The Kerrville / Kerr County Joint Airport Board (herein and referred to as the "Board") convened an open Airport Board Meeting.

2. The Board, pursuant to an announcement made by the Presiding Officer, then convened into Executive Session, closed to the public, at 8:40 m.

3. Those present in the executive session were (*circle those present*):

Bill Wood, President

Mark Mosier, Vice-President

C James Mans, Board Member

Keith Miller, Board Member

Trey Atkission, Board Member

Mary Rohrer, Airport Manager

Others: (List by Name and Position) Dixon Mosty, Attorney

4. The executive session included the following agenda items: (Attach Agenda)

5. The executive session was pursuant to Texas Government Code §§ 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Security Devices), 551.074 (Personnel Matters) and 551.087 (Economic Development) (*circle one or more*).

6. The Presiding Officer announced the end of the executive session at 11:27 m., and the Board reconvened in open session at that time.

7. Motion Made and Vote taken by the Board on Agenda item

Presentation by EDC/Chamber of Commerce  
Gil Salinas & Walter Keenig on economic  
development negotiations.

## CERTIFICATION

The undersigned, as Presiding Officer of the executive session described above, hereby certifies that this document is a true and correct record of the proceeding.

**PRESIDING OFFICER:**

by: William Wood

William Wood, Presiding Officer

**AGENDA  
REGULAR MEETING OF THE  
KERRVILLE-KERR COUNTY JOINT AIRPORT BOARD  
NOVEMBER 20, 2019 at 8:30 AM  
AIRPORT TERMINAL CONFERENCE ROOM  
1877 AIRPORT LOOP ROAD, KERRVILLE, TEXAS**

**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 October 23, 2019 Board Meeting Minutes

**4. DISCUSSION AND POSSIBLE ACTION**

4A. Monthly Financials, October - James Robles

4B. Discussion on choice of Independent Auditor

4C. FY 2020 Capital Program

1. T-Hangar Program
2. Sitework for future box hangars
3. Horseshoe work

4D. Strategic Plan

- Updates from Champions
  - a. Economic Development- Mark Mosier
  - b. Infrastructure and Financing- Bill Wood
  - c. Service Levels- Keith Miller
  - d. Promotion of Airport- Trey Atkission

4E. Real Property and Economic Development negotiations (Executive sessions 551.072 and 551.087)

- Discussion – Economic Development
- Discussion – Leases

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 (deliberation 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.

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 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

---

Oct-19

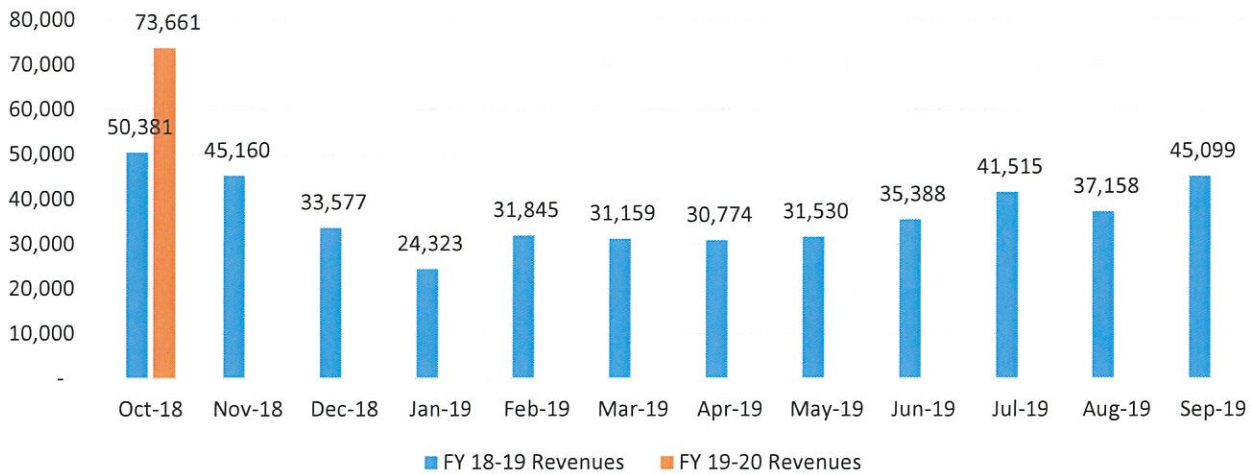
	Month			YTD			Year Ended			Trailing			2020	
	Current	Prior Year	Delta	Current	Prior	Delta	9/30/2019	12 months	Budget	Delta				
<b>Revenues</b>														
Leases	27,877	10,417	17,460	27,877	15,606	12,271	156,415	173,875	161,301	12,574				
Brinkman	13,259	4,513	8,745	13,259	5,089	8,170	70,324	79,070	92,687	(13,617)				
Terminal	1,415	726	689	1,415	1,020	395	12,501	13,190	12,833	357				
T Hangar	29,200	10,525	18,675	29,200	25,250	3,950	118,668	137,343	118,200	19,143				
Vehicle Rent	383	139	244	383	139	244	3,484	3,728	3,576	152				
Storage Rent	110	-	110	110	55	55	2,507	2,617	2,520	97				
Parking Lot Leases	750	375	375	750	375	375	5,668	6,043	4,500	1,543				
<b>Total Leases/Rental</b>	<b>72,995</b>	<b>26,696</b>	<b>46,299</b>	<b>72,995</b>	<b>47,534</b>	<b>25,461</b>	<b>369,568</b>	<b>415,866</b>	<b>395,617</b>	<b>20,249</b>				
Fuel Flow Fee	666	2,398	(1,732)	666	-	666	35,001	33,269	33,000	269				
Miscellaneous	2,750	2,750	(2,750)	2,750	2,750	(2,750)	168,249	165,499	-	165,499				
Interest Income	97	97	(97)	97	97	(97)	498	401	-	401				
<b>Total Revenues</b>	<b>73,661</b>	<b>31,941</b>	<b>41,720</b>	<b>73,661</b>	<b>50,381</b>	<b>23,280</b>	<b>573,315</b>	<b>615,035</b>	<b>428,617</b>	<b>186,418</b>				
<b>Expenditures</b>														
Airport Manager	6,398	6,154	(244)	6,398	6,154	(244)	82,068	82,312	87,550	5,238				
Exec. Asst.	2,202	2,256	54	2,202	2,256	54	28,857	28,803	31,858	3,055				
Maintenance Staff	2,777	2,769	(8)	2,777	2,769	(8)	37,264	37,272	38,007	735				
FICA	415	421	6	415	421	6	11,301	11,295	12,042	747				
Group Ins.	1,383	1,332	(51)	1,383	1,332	(51)	16,035	16,086	18,468	2,382				
Retirement	1,531	702	(829)	1,531	702	(829)	18,122	18,951	20,181	1,230				
Wcomp	-	-	-	-	-	-	695	695	1,244	549				
Other	10	11	0	10	11	0	127	127	128	1				
<b>Total Salaries &amp; Wages</b>	<b>14,716</b>	<b>13,645</b>	<b>(1,072)</b>	<b>14,716</b>	<b>13,645</b>	<b>(1,072)</b>	<b>194,470</b>	<b>195,541</b>	<b>209,478</b>	<b>13,937</b>				
Professional Develop.	-	-	-	-	-	-	5,335	5,335	6,000	665				
Supplies	343	234	(109)	842	234	(608)	10,230	10,339	19,750	9,411				
Mowing Contract	-	-	-	-	-	-	30,000	30,000	37,500	7,500				
Maintenance	198	484	287	419	484	65	39,119	38,832	28,000	(10,832)				
Storm Damage Repairs	-	-	-	-	-	-	17,194	17,194	150,655	150,655				
Professional Services	-	-	-	-	-	-	14,900	16,821	18,250	1,429				
Other	9,435	7,514	(1,921)	9,435	7,514	(1,921)	21,546	23,237	23,039	(198)				
Utilities	1,691	-	(1,691)	1,739	(42)	(1,781)	14,018	15,240	17,800	2,560				
Utilities - Terminal	1,265	43	(1,222)	1,340	43	(1,297)	3,692	3,692	30,800	27,108				
Contingency	-	-	-	-	-	-	156,033	160,689	354,794	194,105				
<b>Other Operating Costs</b>	<b>12,931</b>	<b>8,275</b>	<b>(4,656)</b>	<b>13,775</b>	<b>8,234</b>	<b>(5,541)</b>	<b>222,812</b>	<b>258,804</b>	<b>(135,655)</b>	<b>394,459</b>				
<b>Net Operating</b>	<b>46,013</b>	<b>10,021</b>	<b>35,992</b>	<b>45,170</b>	<b>28,503</b>	<b>16,667</b>	<b>4,540</b>	<b>4,540</b>	<b>15,000</b>	<b>10,460</b>				
Capital Items	-	-	-	-	-	-	-	-	-	-				
Intergovernmental	-	-	-	-	-	-	-	-	-	-				
Net Operating Results	46,013	10,021	35,992	45,170	28,503	16,667	218,272	254,264	(150,655)	404,919				
Operating cash	720,307	483,103	237,205	-	-	-	-	-	-	-				



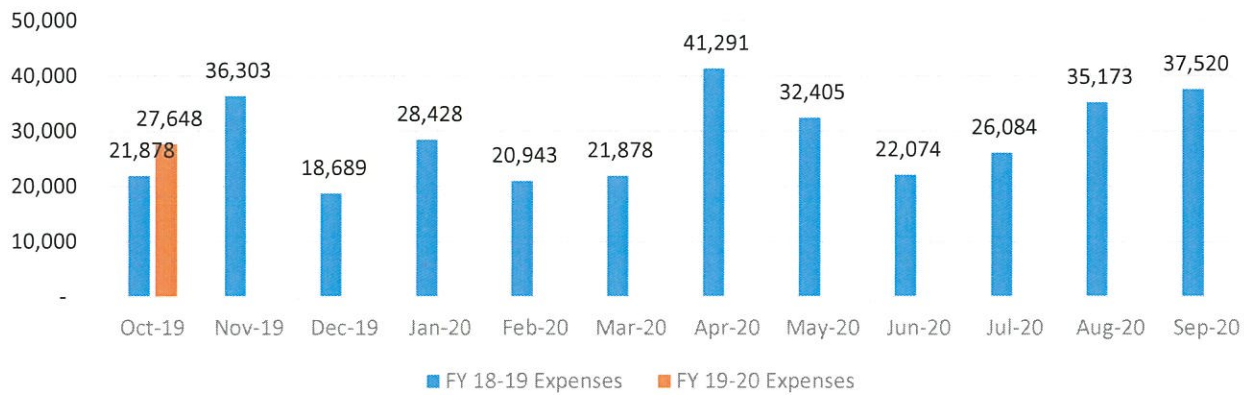
## Operation Graph

	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	
FY 18-19 Revenues	50,381	45,160	33,577	24,323	31,845	31,159	30,774	31,530	35,388	41,515	37,158	45,099	437,908
FY 19-20 Revenues	73,661												
	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	
FY 18-19 Expenses	21,878	36,303	18,689	28,428	20,943	21,878	41,291	32,405	22,074	26,084	35,173	37,520	342,666
FY 19-20 Expenses	27,648												

### Revenue Per Month



### Expenses Per Month



The total Revenue number is taken from page 3 bottom of column 3 (Monthly Revenue).

The total Expense number the addition of the total of Salaries and Benefits on page 4; total expenditures on page 6 (third column) and the total of expenditures for the terminal utililites on page 7 (column 3).

# Kerrville-Kerr County Airport Financial Statements

KERRVILLE AIRPORT



For the month of October, 2019

[auditor@co.kerr.tx.us](mailto:auditor@co.kerr.tx.us)

830-792-2236

47 -Airport

ACCOUNT#	TITLE	
<b>ASSETS</b>		
47-103-100	NOW ACCOUNT	720,307.14
47-103-117	DUE FROM FUND #17	0.00
47-103-150	OFFICIAL'S RECEIVABLE	0.00
47-103-200	INVESTMENTS	0.00
47-103-255	ACCOUNTS RECEIVABLE	0.00
47-103-260	INTERGOVERNMENTAL REC	0.00
47-103-265	LAND LEASES RECEIVABLE	0.00
47-103-300	TERMINAL LEASES RECEIVABLE	0.00
47-103-400	T-HANGER LEASES RECEIVABLE	0.00
47-103-604	VEHICLE RENT RECEIVABLE	0.00
47-103-605	STORAGE LEASE RECEIVABLE	0.00
47-103-610	FUEL FLOW RECEIVABLE	0.00
47-103-800	PREPAID INSURANCE	0.00
47-103-850	PREPAID EXPENSE	0.00
		720,307.14
<b>TOTAL ASSETS</b>		720,307.14

<b>LIABILITIES</b>		
47-202-000	ACCOUNTS PAYABLE	818.43
47-202-050	UNEARNED REV LAND LEASES	0.00
47-202-055	UNEARNED REV T-HANGERS	0.00
47-202-060	UNEARNED REV TERMINAL LEASE	0.00
47-202-065	UNEARNED REV STORAGE	0.00
47-202-070	UNEARNED REV BRINKMAN	0.00
47-202-100	ACCRUED COMPENSATION	0.00
47-202-114	1994 BUILDING DEPOSITS	5,000.00
47-202-115	TERMINAL DEPOSITS	800.00
47-202-116	T-HANGER DEPOSITS	5,550.00
47-202-117	STORAGE DEPOSITS	0.00
47-202-118	BRINKMAN DEPOSIT	8,075.00
47-202-125	INTERGOVERNMENTAL PAYABLE	0.00
47-202-999	A/P CREDIT WITH VENDORS	0.00
47-207-090	DUE TO PAYROLL FUND	0.00
47-207-100	AIRPORT MANAGER SEVERANCE	0.00
47-207-150	RESERVE FOR T-HANGERS	0.00
47-207-200	DUE TO PAYROLL	0.00
47-207-201	DUE TO FICA	451.93
47-207-202	DUE TO GROUP INSURANCE	0.00
47-207-203	DUE TO RETIREMENT	414.95
47-207-204	DUE TO FED W/H	546.07
47-207-210	DUE TO CHILD SUPPORT	0.00
47-207-303	DUE TO METLIFE	0.00
47-207-502	DUE TO STANDARD INS DENTAL	0.00
47-207-503	DUE TO AVESIS	0.00
47-207-504	DUE TO AIRLIFE	0.00
47-207-505	DUE TO MUTUAL OF OMAHA VA	14.13
47-207-508	ING VOL LIFE	0.00
47-207-509	DUE TO AIRLIFE	0.00

AS OF: OCTOBER 31ST, 2019

47 -Airport

ACCOUNT#	TITLE		
47-207-510	DUE TO AIREVAC	0.00	
47-207-511	DUE TO MASA EMERGENT	9.00	
47-207-513	DENTAL SELECT	0.00	
47-207-514	VISION	6.12	
47-207-516	BLUE CROSS BLUE SHIELD DENTAL	0.00	
47-207-520	DUE TO VOL LIFE-MUT. OF OMAHA	0.00	
47-207-521	SHORT TERM DISAB MUT.OF OMAHA	4.28	
47-207-522	LONG-TERM DISAB MUT. OF OMAHA	44.63	
	TOTAL LIABILITIES		<u>21,734.54</u>
<b>EQUITY</b>			
=====			
47-271-000	UNRESERVED FUND BALANCE	430,011.54	
47-271-110	COMMITTED FUTURE CONSTRUCTION	1,145.42	
47-271-111	PRIOR PER RESERVE FOR DEPOSITS	0.00	
	TOTAL BEGINNING EQUITY	431,156.96	
	TOTAL REVENUE	73,660.75	
	TOTAL EXPENSES	<u>27,647.71</u>	
	TOTAL REVENUE OVER/(UNDER) EXPENSES	46,013.04	
	(PRIOR YEAR UNPOSTED)	221,402.60	
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.		<u>698,572.60</u> ✓
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.		<u>720,307.14</u>

KERRVILLE-KERR COUNTY AIRPORT  
 STATEMENT OF REVENUES - BUDGET VS. ACTUAL  
 AS OF: OCTOBER 31ST, 2019

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>							
47-300-602 KERR COUNTY CONTRIBUTION	0	0	0.00	0.00	0.00	0.00	0.00
47-300-603 CITY OF KERRVILLE CONTRIBUT	0	0	0.00	0.00	0.00	0.00	0.00
47-300-604 GRANTS	0	0	0.00	0.00	0.00	0.00	0.00
47-300-606 TX DOT REIMBURSEMENT	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL INTERGOVERNMENTAL REV.	0	0	0.00	0.00	0.00	0.00	0.00
<u>LEASE/RENTAL INCOME</u>							
47-325-301 LEASES	154,174	161,301	27,877.34	27,877.34	15,605.95	133,423.66	82.72
47-325-601 BRINKMAN HANGER & OFFICE LE	65,448	92,687	13,258.83	13,258.83	5,088.60	79,428.17	85.70
47-325-602 TERMINAL LEASES	12,588	12,833	1,415.38	1,415.38	1,020.47	11,417.62	88.97
47-325-603 T-HANGAR LEASE	116,400	118,200	29,200.00	29,200.00	25,250.00	89,000.00	75.30
47-325-604 VEHICLE RENT SURCHARGE	3,537	3,576	383.02	383.02	139.00	3,192.98	89.29
47-325-605 STORAGE RENTAL	2,520	2,520	110.00	110.00	55.00	2,410.00	95.63
47-325-625 PARKING LOT LEASES	4,500	4,500	750.00	750.00	375.00	3,750.00	83.33
TOTAL LEASE/RENTAL INCOME	359,167	395,617	72,994.57	72,994.57	47,534.02	322,622.43	81.55
<u>FUEL SALES-AVIATION</u>							
47-350-601 FUEL FLOW FEES	32,634	33,000	666.18	666.18	0.00	32,333.82	97.98
47-350-602 OTHER	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL FUEL SALES-AVIATION	32,634	33,000	666.18	666.18	0.00	32,333.82	97.98
<u>PROCEEDS</u>							
47-370-260 SURPLUS PROPERTY SALE	0	0	0.00	0.00	0.00	0.00	0.00
47-370-975 INSURANCE PROCEEDS	0	0	0.00	0.00	2,750.00	0.00	0.00
47-370-980 APPROPRIATED FUND BALANCE	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL PROCEEDS	0	0	0.00	0.00	2,750.00	0.00	0.00
<u>MISCELLANEOUS</u>							
47-375-601 MISCELLANEOUS	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	0	0	0.00	0.00	0.00	0.00	0.00
<u>INTEREST INCOME</u>							
47-380-601 INTEREST INCOME	0	0	0.00	0.00	97.19	0.00	0.00
TOTAL INTEREST INCOME	0	0	0.00	0.00	97.19	0.00	0.00
<b>TOTAL REVENUES</b>	<b>391,801</b>	<b>428,617</b>	<b>73,660.75</b>	<b>73,660.75</b>	<b>50,381.21</b>	<b>354,956.25</b>	<b>82.81</b>

KERRVILLE-KERR COUNTY AIRPORT  
 STATEMENT OF EXPENDITURES - BUDGET vs ACTUAL  
 AS OF: OCTOBER 31ST, 2019

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>							
47-700-100 TENTATIVE BENEFITS	0	0	0.00	0.00	0.00	0.00	0.00
47-700-101 Airport Manager	80,000	87,550	6,397.89	6,397.89	6,153.86	81,152.11	92.69
47-700-102 EXECUTIVE ASSISTANT PART TI	30,930	31,858	2,201.75	2,201.75	2,256.10	29,656.25	93.09
47-700-104 Airport Maintenance Staff	36,000	38,007	2,777.44	2,777.44	2,769.24	35,229.56	92.69
47-700-150 ACCRUED COMP TIME	0	0	0.00	0.00	0.00	0.00	0.00
47-700-201 FICA	11,240	12,042	415.47	415.47	421.45	11,626.53	96.55
47-700-202 GROUP INSURANCE	26,880	18,468	1,382.72	1,382.72	1,332.04	17,085.28	92.51
47-700-203 RETIREMENT	19,578	20,181	1,530.65	1,530.65	701.51	18,650.35	92.42
47-700-204 WORKMAN'S COMP	3,465	1,244	0.00	0.00	0.00	1,244.00	100.00
47-700-205 OVERTIME	0	0	0.00	0.00	0.00	0.00	0.00
47-700-206 BASIC LIFE	250	128	10.44	10.44	10.64	117.56	91.84
47-700-207 UNEMPLOYMENT INSURANCE	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES AND BENEFITS	208,342	209,478	14,716.36	14,716.36	13,644.84	194,761.64	92.97
TOTAL SALARIES & BENEFITS	208,342	209,478	14,716.36 ✓	14,716.36	13,644.84	194,761.64	92.97

KERRVILLE-KERR COUNTY AIRPORT  
STATEMENT OF EXPENDITURES - BUDGET vs ACTUAL  
AS OF: OCTOBER 31ST, 2019

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	5,000	6,000	0.00	0.00	0.00	6,000.00	100.00
TOTAL PERSONNEL	5,000	6,000	0.00	0.00	0.00	6,000.00	100.00
<u>SUPPLIES</u>							
47-800-101 OFFICE SUPPLIES	1,500	1,500	0.00	152.73	0.00	1,347.27	89.82
47-800-102 SMALL TOOLS & EQUIP	2,000	2,000	1.79	106.33	93.80	1,893.67	94.68
47-800-103 CHEMICAL & MEDICAL SUPPLIES	1,000	1,000	0.00	0.00	0.00	1,000.00	100.00
47-800-104 FUEL & OIL SUPPLIES	3,000	4,000	25.02	25.02	0.00	3,974.98	99.37
47-800-105 BRINKMAN JANITORIAL SUPPLIE	0	5,000	200.00	300.00	0.00	4,700.00	94.00
47-800-106 JANITORIAL SUPPLIES	1,800	1,800	103.28	103.28	97.10	1,696.72	94.26
47-800-107 POSTAGE	250	200	0.00	141.78	0.00	58.22	29.11
47-800-109 COMPUTER SOFTWARE/UPGRADE	250	0	0.00	0.00	0.00	0.00	0.00
47-800-110 PLANTING/LANDSCAPING	500	3,250	0.00	0.00	0.00	3,250.00	100.00
47-800-112 WEARING APPAREL	1,000	1,000	12.60	12.60	42.90	987.40	98.74
TOTAL SUPPLIES	11,300	19,750	342.69	841.74	233.80	18,908.26	95.74
<u>MAINTENANCE</u>							
47-800-201 LAND MAINT/MOWING CONTRACT	37,500	37,500	0.00	0.00	0.00	37,500.00	100.00
47-800-202 BUILDING AND STRUCTURES	17,500	18,000	197.72	419.25	484.44	17,580.75	97.67
47-800-203 VEHICLE MAINTENANCE	2,000	2,500	0.00	0.00	0.00	2,500.00	100.00
47-800-204 OFFICE EQUIPMENT	1,000	1,000	0.00	0.00	0.00	1,000.00	100.00
47-800-205 INSTRUMENTS AND APPARATUS	3,000	5,000	0.00	0.00	0.00	5,000.00	100.00
47-800-210 REPAIRS - GENERAL	1,500	1,500	0.00	0.00	0.00	1,500.00	100.00
47-800-215 STORM DAMAGE REPAIRS	0	150,655	0.00	0.00	0.00	150,655.34	100.00
TOTAL MAINTENANCE	62,500	216,155	197.72	419.25	484.44	215,736.09	99.81
<u>PROFESSIONAL SERVICES</u>							
47-800-302 PROPERTY INSURANCE	9,169	9,200	8,531.25	8,531.25	6,642.75	668.75	7.27
47-800-303 LIABILITY INSURANCE	745	750	646.00	646.00	658.00	104.00	13.87
47-800-305 EQUIPMENT RENTAL	2,700	2,700	257.64	257.64	182.13	2,442.36	90.46
47-800-306 ADVERTISING	600	600	0.00	0.00	31.35	600.00	100.00
47-800-307 MARKETING	1,500	5,000	0.00	0.00	0.00	5,000.00	100.00
47-800-311 LEGAL SERVICES	6,600	8,000	0.00	0.00	0.00	8,000.00	100.00
47-800-312 PROFESSIONAL SERVICES	13,500	15,000	0.00	0.00	0.00	15,000.00	100.00
TOTAL PROFESSIONAL SERVICES	34,814	41,250	9,434.89	9,434.89	7,514.23	31,815.11	77.13
<u>UTILITIES</u>							
47-800-401 Phone Service - Cell	1,600	1,300	52.47	100.41	0.00	1,199.59	92.28
47-800-404 WATER & SEWER	1,250	2,139	125.05	125.05	0.00	2,013.95	94.15
47-800-406 LIGHT AND POWER	18,100	18,400	1,513.82	1,513.82	41.67	16,886.18	91.77
47-800-503 DUES AND SUBSCRIPTION	750	1,200	0.00	0.00	0.00	1,200.00	100.00
TOTAL UTILITIES	21,700	23,039	1,691.34	1,739.28	41.67	21,299.72	92.45

KERRVILLE-KERR COUNTY AIRPORT  
 STATEMENT OF EXPENDITURES - BUDGET vs ACTUAL  
 AS OF: OCTOBER 31ST, 2019

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>CAPITAL</u>							
47-800-508 RESERVE FOR CAPITAL	15,000	15,000	0.00	0.00	0.00	15,000.00	100.00
TOTAL CAPITAL	15,000	15,000	0.00	0.00	0.00	15,000.00	100.00
<u>CONTINGENCY</u>							
47-800-509 RESERVE FOR COMMITTED CAPIT	1,145	0	0.00	0.00	0.00	0.00	0.00
47-800-510 CONTINGENCY	0	0	0.00	0.00	0.00	0.00	0.00
47-800-511 17-18 COMMITTED CAPITAL PRO	0	0	0.00	0.00	0.00	0.00	0.00
47-800-512 CONTINGENCY II	12,500	30,800	0.00	0.00	0.00	30,800.00	100.00
TOTAL CONTINGENCY	13,645	30,800	0.00	0.00	0.00	30,800.00	100.00
TOTAL AIRPORT	163,959	351,994	11,666.64	12,435.16	8,190.80	339,559.18	96.47



KERRVILLE-KERR COUNTY AIRPORT  
 STATEMENT OF EXPENDITURES - BUDGET vs ACTUAL  
 AS OF: OCTOBER 31ST, 2019

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 PHONE SERVICES	1,000	1,000	41.66	116.66	42.90	883.34	88.33
47-801-301 LIGHT & POWER	9,000	9,000	831.66	831.66	0.00	6,168.34	90.76
47-801-302 PROPANE GAS	4,500	4,000	0.00	0.00	0.00	4,000.00	100.00
47-801-303 WATER & SEWER	<u>2,500</u>	<u>3,800</u>	<u>391.39</u>	<u>391.39</u>	<u>0.00</u>	<u>3,408.61</u>	<u>89.70</u>
TOTAL UTILITIES	17,000	17,800	1,264.71	1,339.71	42.90	16,460.29	92.47
TOTAL TERMINAL	17,000	17,800	1,264.71	1,339.71	42.90	16,460.29	92.47
TOTAL EXPENDITURES	<u>389,301</u>	<u>579,272</u>	<u>27,647.71</u>	<u>28,491.23</u>	<u>21,878.54</u>	<u>550,781.11</u>	<u>95.08</u>
REVENUE OVER/(UNDER) EXPENDITURES	2,500	( 150,655)	46,013.04	45,169.52	28,502.67	( 195,824.86)	129.98

AS OF: OCTOBER 31ST, 2019

48 -AIRPORT CAPITAL

ACCOUNT#	TITLE		
<u>ASSETS</u>			
48-103-100	NOW ACCOUNT	50,324.11	
48-103-110	INVESTMENTS	0.00	
48-103-115	ACCOUNTS RECEIVABLE-RAMP	0.00	
48-103-116	INTEREST RECEIVABLE	0.00	
48-103-117	DUE FROM FUND #17	0.00	
48-103-120	DUE FROM OTHER FUNDS	0.00	
48-103-125	CONSTRUCTION IN PROGRESS	0.00	
48-103-130	CASH RESTRICTED	0.00	
48-103-135	INTER GOV REC RESTRICTED	0.00	
48-103-155	ACCOUNTS RECEIVABLE	<u>0.00</u>	
			<u>50,324.11</u>
TOTAL ASSETS			<u>50,324.11</u>
<u>LIABILITIES</u>			
48-200-110	RETAINAGE PAYABLE	0.00	
48-200-120	LIABS PAYABLE FROM REC RESTR	0.00	
48-200-140	COK RAMP 2012-2013	0.00	
48-200-150	COUNTY TXDOT REIMB	0.00	
48-202-000	ACCOUNTS PAYABLE	<u>0.00</u>	
TOTAL LIABILITIES			<u>0.00</u>
<u>EQUITY</u>			
48-271-000	UNRESERVED FUND BALANCE	56,669.51	
48-271-001	PRIOR PERIOD ADJUSTMENT	<u>0.00</u>	
TOTAL BEGINNING EQUITY		56,669.51	
TOTAL REVENUE		0.00	
TOTAL EXPENSES		<u>6,416.00</u>	
TOTAL REVENUE OVER/(UNDER) EXPENSES		( 6,416.00)	
(PRIOR YEAR UNPOSTED)		70.60	
TOTAL EQUITY & REV. OVER/(UNDER) EXP.			<u>50,324.11</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			<u>50,324.11</u>

KERRVILLE-KERR COUNTY AIRPORT  
 STATEMENT OF REVENUES - BUDGET VS. ACTUAL  
 AS OF: OCTOBER 31ST, 2019

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	0.00	0.00	50,000.00	100.00
48-350-200 TX DOT REIMB T-HANGARS	0	600,000	0.00	0.00	0.00	600,000.00	100.00
TOTAL REIMBURSEMENTS	50,000	650,000	0.00	0.00	0.00	650,000.00	100.00
<u>INTERGOVERNMENTAL REV</u>							
48-351-100 KERR COUNTY RAMP GRANT MATC	25,000	25,000	0.00	0.00	0.00	25,000.00	100.00
48-351-101 CITY RAMP GRANT MATCH	25,000	25,000	0.00	0.00	0.00	25,000.00	100.00
48-351-102 KERR COUNTY PROJECT MATCH	0	0	0.00	0.00	0.00	0.00	0.00
48-351-103 KERRVILLE CITY PROJECT MATC	0	525,000	0.00	0.00	0.00	525,000.00	100.00
TOTAL INTERGOVERNMENTAL REV	50,000	575,000	0.00	0.00	0.00	575,000.00	100.00
<u>MISCELLANEOUS</u>							
48-375-601 MISCELLANEOUS	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	0	0	0.00	0.00	0.00	0.00	0.00
<u>GRANT REVENUE</u>							
48-400-100 CAPITAL GRANTS TX DOT	0	0	0.00	0.00	0.00	0.00	0.00
48-400-104 RAMP GRANT	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL GRANT REVENUE	0	0	0.00	0.00	0.00	0.00	0.00
<u>OTHER REVENUE</u>							
48-360-100 INTEREST EARNINGS	0	0	0.00	0.00	10.34	0.00	0.00
TOTAL OTHER REVENUE	0	0	0.00	0.00	10.34	0.00	0.00
<u>TRANSFERS IN</u>							
48-390-610 TRANSFER IN	0	525,000	0.00	0.00	0.00	525,000.00	100.00
TOTAL TRANSFERS IN	0	525,000	0.00	0.00	0.00	525,000.00	100.00
<b>TOTAL REVENUES</b>	<b>100,000</b>	<b>1,750,000</b>	<b>0.00</b>	<b>0.00</b>	<b>10.34</b>	<b>1,750,000.00</b>	<b>100.00</b>

KERRVILLE-KERR COUNTY AIRPORT  
 STATEMENT OF EXPENDITURES - BUDGET vs ACTUAL  
 AS OF: OCTOBER 31ST, 2019

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>							
48-600-100 CAPITAL OUTLAY TX DOT	0	0	0.00	0.00	0.00	0.00	0.00
48-600-101 LAND	0	0	0.00	0.00	0.00	0.00	0.00
48-600-102 BLDGS & STRUCTURES	0	0	0.00	0.00	0.00	0.00	0.00
48-600-103 WATER SYSTEM IMPROVEMENTS	0	0	0.00	0.00	0.00	0.00	0.00
48-600-104 RAMP GRANT	100,000	100,000	6,416.00	10,155.00	5,966.00	89,845.00	89.85
48-600-105 DRAINAGE IMPROVEMENTS	0	0	0.00	0.00	0.00	0.00	0.00
48-600-106 GRANT MATCH T-HANGER 2019	0	0	0.00	0.00	0.00	0.00	0.00
48-600-107 TX DOT T-HANGER REIMB	0	600,000	0.00	0.00	0.00	600,000.00	100.00
48-600-108 RELOCATE 12/30 PARALLEL TAX	0	0	0.00	0.00	0.00	0.00	0.00
48-600-109 HORSESHOE BLDG IMPROVEMENT	0	550,000	0.00	0.00	0.00	550,000.00	100.00
48-600-110 MASTER PLAN	0	0	0.00	0.00	0.00	0.00	0.00
48-600-111 BOX HANGER CONSTRUCTION	0	200,000	0.00	0.00	0.00	200,000.00	100.00
48-600-112 CONTRACT SERVICES	0	0	0.00	0.00	0.00	0.00	0.00
48-600-113 INSTRUMENTS & APPARATUS	0	0	0.00	0.00	0.00	0.00	0.00
48-600-114 RUNWAY ENGINEERING STUDY	0	0	0.00	0.00	0.00	0.00	0.00
48-600-115 SITE PREP T-HANGER PROJECT	0	300,000	0.00	0.00	0.00	300,000.00	100.00
48-600-116 MAINTENANCE BLDG RENOVATION	0	40,000	0.00	0.00	0.00	40,000.00	100.00
48-600-120 MOONEY ROOF PROJECT	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL AIRPORT CAPITAL	100,000	1,790,000	6,416.00	10,155.00	5,966.00	1,779,845.00	99.43
TOTAL Capital Outlay	100,000	1,790,000	6,416.00	10,155.00	5,966.00	1,779,845.00	99.43

KERRVILLE-KERR COUNTY AIRPORT  
 STATEMENT OF EXPENDITURES - BUDGET vs ACTUAL  
 AS OF: OCTOBER 31ST, 2019

48 -AIRPORT CAPITAL  
 Transfers Out

EXPENDITURES	ORIGINAL BUDGET	CURRENT BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXP. + ENCUMB.	PRIOR YEAR YEAR-TO-DATE	UNENCUMB. BALANCE	% BUDGET REMAINING
<u>TRANSFERS OUT</u>							
48-900-100 TRANSFER OUT -GENERAL	0	0	0.00	0.00	0.00	0.00	0.00
48-900-110 TRANSFER OUT	0	0	0.00	0.00	0.00	0.00	0.00
48-900-120 TRANSFER OUT	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERS OUT	0	0	0.00	0.00	0.00	0.00	0.00
<hr/>							
TOTAL Transfers Out	0	0	0.00	0.00	0.00	0.00	0.00
<hr/>							
TOTAL EXPENDITURES	100,000	1,790,000	6,416.00	10,155.00	5,966.00	1,779,845.00	99.43
<hr/>							
REVENUE OVER/ (UNDER) EXPENDITURES	0	( 40,000)	( 6,416.00)	( 10,155.00)	( 5,955.66)	( 29,845.00)	74.61

# 1

11/20/2019

May 2019 Hail Damage and Insurance Expenditures

Insurance Proceeds

Description	Date	Amount
2010 F150	6/20/2019	\$ 1,539.10
General	8/6/2019	\$ 155,937.45

Breakdown of the costs included in the \$155,937.45

Terminal Building Roof		\$ 84,777.92
Brinkman Hangar Roof		\$ 13,407.77
T-Hangars D		\$ 54,455.58
T-Hangars C		\$ 54,929.20
Long Term Gate	8/16/2019	\$ 3,050.00
Lighting Damage (PAPI's)	9/20/2019	\$ 1,232.11
Total of Proceeds		\$ 161,758.66

Total of all damages reported \$ 208,267.25

Minus Depreciation \$ 50,622.02

\$ 157,645.23

Less Deductable for Long Term Gate repair \$ 1,000.00

Total \$ 156,645.23

Less \$696.78 for AG Barn Repairs \$ 696.78

\$ 155,948.45

Check received for \$ 155,937.45

difference \$ 11.00

Repairs Completed

		\$ 155,937.45
Description	Date	Amount
PAPI's Repaired	8/12/2019	\$ 4,050.00
Long Term Parking Gate	8/12/2019	\$ 1,232.11
Total Paid to Date		\$ 5,282.11
		\$ 150,655.34
		\$ 150,654.00
		\$ 1.34

**MEMORANDUM**

TO: Airport Board  
FROM: Mary Rohrer  
DATE: November 20, 2019  
RE: Agenda Item 4C: FY 2020 Capital Program  
Timeline and Budget Update

---

**Work Package 1 - Ten T Hangars**

- October 28 - TxDOT Grant paperwork and funding approved by City and County. Signed paperwork sent to TxDOT on November 5.
- November- TxDOT preparing RFQ for design work. They will advertise and receive proposals. Airport Board to select consultant, negotiate fees
- December/ January- Commence preparation of documents for hangar project
- February- Plan check, bid package prepared
- March/April- Award, obtain permits and mobilize
- Construction – Site and buildings 6 months
- Sept/October- Complete
- Budget, \$900,000

**Work Package 2 – Site work for Box Hangars**

- January / February- Plan prep, bid, permits
- March / April- Award and Mobilize
- May / June- 8 weeks- Grading complete concurrent with T hangars
- Budget, \$200,000

**Work Package 3 – Horseshoe, Phase 1**

- November /December - Asbestos testing and mitigation, prepare plans for demo. Develop scope for Horseshoe building shell and site improvements
- December- Demo bids received, utility coordination to turnoff utilities
- January- Award and commence demo work; timing about 30 days. Prepare Horseshoe shell plans and site work documents.
- February- Plan check, bid, permits, order materials
- March- commence improvements to Horseshoe shell and paving when asphalt available
- April/May- Phase I complete
- Phase 1 Budget, \$300,000
- Phase 2 Budget, \$250,000, when tenant and their needs are identified.