

KERRVILLE-KERR COUNTY JOINT AIRPORT BOARD  
Regular Meeting  
Wednesday, June 22, 2022 at 8:30 a.m.  
Conference Room Terminal Building  
Kerrville-Kerr County Airport  
1877 Airport Loop  
Kerrville, Texas 78028

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MEMBERS PRESENT:

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

BOARD MEMBERS ABSENT:

Trey Atkission

AIRPORT BOARD STAFF PRESENT:

Mary Rohrer, Airport Manager  
Carole Dungan, Executive Assistant

VISITORS:

Commissioner Beck Gipson  
Tanya Shelton, County Auditor  
Suprina Espallargas, County Audit Department  
Michael Hornes, Assistant City Manager  
Stuart Barron, Public Works Director  
Joseph Kennedy, Visitor

I-N-D-E-X

NO.		PAGE
1.	<b>VISTOR’S FORUM</b>	3
2.	<b>KERRVILLE-KERR COUNTY JOINT AIRPORT BOARD MEMBER FORUM</b>	3
3.	<b>CONSENT AGENDA</b>	3
	3 A. Approval of the Board Minutes for May 25, 2022 Board Meeting Minutes	3
4.	<b>DISCUSSION AND POSSIBLE ACTION</b>	
	4A. Monthly Financials for May – Tanya Shelton	
	4B. Budget Adjustments – Tanya Shelton	3
	4C. Monthly Update from Kerrville Aviation – Joe Kennedy	3
	4D. Annual Meeting Report – Stephen Schmerbeck Thursday, June 30 –morning (9am to 10am) Thursday July 14- afternoon (1:30 to 2:30)	3
	4E. Airport Updates	
	1. Row Hangar Project	
	2. Crosswind Runway Overlay	3
5.	<b>EXECUTIVE SESSION</b> 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. 551.074 Personnel Matters	
6.	<b>ADJOURNMENT</b>	

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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.

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Deputy County Clerk, Kerr County, Texas

## CALL TO ORDER

1. VISTORS FORUM: None

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

Stephen Schmerbeck, President welcomed Robert Hamm as our new Joint Airport Board Member. Mary Rohrer, Airport Manager also welcome Mr. Hamm and advised the board that he has been very helpful in working with her on projects, even before becoming a member of the Board.

3. CONSENT AGENDA

3 A. The Board approved the minutes for the May 22, 2022 meeting with a vote of 4-0. (See Exhibit 3)

4. DISCUSSION AND POSSIBLE ACTION

4A. Tanya Shelton presented financial statement information for April 2022 with the Board. A motion was made by Scot Schellhase and seconded by Stephen Schmerbeck to accept the financial statements as presented. The Board voted 4-0 to accept the April 2022 financial statements as presented. (See Exhibit 4 A).

4B. Tanya Shelton (Kerr County Auditor) presented the Board a list of adjustment to Airport Budget for FY 2021-2022 as captured in the Board Adjustment Register (Exhibit 4B1), including GASB 87 financial accounting related adjustments to capture the impact of leases under GASB 87 as of the beginning of the fiscal year. The Board voted 4-0 to accept the adjustments presented in Exhibit 4B1.

4C. Joe Kennedy gave an update Sally Binge who has worked the desk in the Terminal. He reported that Sally will probably not be back to work and that Kerrville Aviation has hired two new women to work the desk, Hanna and Lauren and one new lineman. Kerrville Aviation has hired an accounting firm Shelby Books to help stream line the work for Joanna Brown. They have bought a second new ground power unit. Fuel sales are up 16,000 gallons from last year. Avgas is still climbing in price. For full service Avgas the price is now \$8.01 per gallon. A Letter of Intent (i.e., proposal) has been sent to the Board that includes a proposal to build a 22,000 sq foot hangar that would accommodate medium to larger size jet aircraft.

4D. Two dates have been set for the Annual Meeting at the Dietert Center. The first date is June 30<sup>th</sup> in the morning from 9 am to 10 am and the second date is July 14<sup>th</sup> in the afternoon from 1:30pm to 2:30pm. Everyone is invited to attend either one or both. Stephen asked for any suggestion anyone would like to hear at the meeting.

4E. Mary gave an update on the Row Hangar Project. Insurance related issues have been cleaned up and return to Don Jackson. John Major brought to the Board's attention that TxDOT has confirmed that we have not lost any money for this project. Mary then brought attention to the schedule there is a 180-day procurement process. Don Jackson wants to start with site work. Mary requested approval for Garver's supervision of the site work in the amount of \$21,900, Exhibit 4E1. A motion was made to approve Garver proposal for the second portion of their fees. The motion was approved with a vote of 4-0. The Board needs to discuss the rates for the hangars. Mary mentioned that she and Carole would work to bifurcate the list of people waiting on a hangar in to different groups, including those that may fit in the larger hangars to be built in the row hangar project. Mary would like a celebration of the starting of the project in connection with Carole leaving us at the end of July and requested that those present look at their calendars for July 11<sup>th</sup> or 12<sup>th</sup> or 18<sup>th</sup> and 19<sup>th</sup>. Lastly, Mary discussed the overlay of the Crosswind runway. City will be providing in kind service of laying the asphalt and it is expected that the County would provide the material. Mary will advise the Board when she has relevant cost estimates. (See Exhibits 4 E)

5. 9:32 am the Board adjourned for 5 minutes before going into Executive Session.
  6. 9:37 the Board went to Executive Session
  7. 11:43 the Board came out of Executive Session and Stephen Schmerbeck President reported that the Board had made the decision to accept Carole Dungan's resignation and instructed that the position be posted as so as possible. The Board also decided to have John Major and Robert Hamm work on Project Apron as soon as possible.
6. **ADJOURMENT**  
A motion was made to adjourn the meeting and the Board vote 4-0 to adjourn. Board adjourned at 11:40 am