

**CITY OF KERRVILLE, TEXAS
KERRVILLE-KERR COUNTY JOINT AIRPORT BOARD**

**Board Meeting
December 8, 2008**

On Monday, December 8, 2008, the meeting of the Board Members of the Kerrville-Kerr County Joint Airport Board was called to order at 1:01 p.m. by Roger Bobertz, President, at the Airport Terminal, Louis Schreiner Field, Kerrville, Texas.

Members Present:

Roger Bobertz, President
Stephen W. King, Vice-President (Arrived 1:10 p.m.)
Mark Cowden
Tom Moser
Fred Vogt

Members Absent:

None

Airport Board Staff Present:

Bruce McKenzie, Airport Manager
Laurie Dejohn-Ermev, Secretary (Left at 3:00 p.m.)

City Staff Present:

Josh Selleck, Director of Finance
Kristine Ondrias, Director of General Services
Perry Elliott, Fire Marshal
Robert Ojeda, Fire Chief

1. Visitors/Citizens Forum:

- Mr. Ed Livermore addressed the board and suggested that run-up areas be added to the new taxiways. These areas would allow pilots to run-up their engines, wait for clearance, etc.
- Commissioner Letz sent a letter requesting that the board add an item to their next agenda to consider changing the day and times of the monthly board meetings.

2. Approve the minutes of the November 10, 2008 meeting.

Mr. Moser moved to approve the minutes of the November 10, 2008 meeting. Mr. Cowden seconded the motion. The motion passed 4-0.

3. Consideration and Possible Action:

3B. Discuss Granger MacDonald lease agreement.

Mr. McKenzie stated that the original lease signed in May would expire on January 1, 2009 and that Mr. MacDonald would like to request an extension for 90 days.

Mr. Ed Livermore addressed the board stating that a 90 day extension should be sufficient, but that they may come back for another extension if necessary. He said that they were going to spend between \$800,000 to \$900,000 to create 4 hangars. He continued stating that it was hard to ignore the fact that Mooney was in trouble. Mr. Livermore stated that they would like to keep the site they are currently leasing

clear until they could determine what was going to happen to Mooney. He stated that currently there was no income to the airport generated by Mooney. If Mooney did go out of business, Granger MacDonald would like to consider using their \$800,000 to \$900,000 to lease the Mooney site and create as many as 40 hangars using the same amount of money. The proposed hangars would generate more income for the airport. He expressed that it would be a better use of their funds and it would be better than leaving all of the buildings, currently used by Mooney, vacant.

Mr. MacDonald stated that he had not approached Mooney, but he thought that there were several ways that the layout could be changed to accommodate both parties. He stated that the airport did not need another F.B.O., but that it did need more hangar space and more sources of revenue. He expressed that they would like extension in order more fully investigate the option and thought that they would have a better of idea of where Mooney was headed in the next 90 days.

Mr. Vogt moved to direct the airport manager to extend the Granger MacDonald lease option for 90 days after the original expiration date of January 1, 2009. Mr. Moser seconded the motion. The motion passed 5-0.

3C. Review proposed airport board annual calendar.

The board suggested that the annual audit completion deadline of March 31 be added to the calendar. It was a consensus among the board that the item be discussed further at the next regular meeting.

3D. Review draft of the airport board quarterly report.

Mr. Bobertz presented a draft of the quarterly report that was required to be distributed to the governing bodies.

Mr. Moser recommended adding a summary to the beginning of the report of major accomplishments and issues.

Mr. Bobertz stated that he would add the summary as suggested and would distribute the final report to the governing bodies.

3A. Discuss airport fire protection upgrade requirements.

Mr. Bobertz stated that it was his understanding that the airport was required to have a water flow out of the fire hydrants of 1500 gallons per minute per hour in order for the land and/or buildings to be leaseable. Perry Elliott explained the fire code and its requirements and provided the information in the form of the handout. The board discussed several options regarding solutions and funding. The board requested more information regarding engineering and cost. City staff agreed to present additional information regarding the issue and possible solutions at the next scheduled meeting.

3E. Discuss presentation to be made to the Kerr Economic Development Foundation regarding phase two funding of the taxiway drainage/relocation project.

Mr. Bobertz stated that the board would be making a presentation at the meeting of the Kerr Economic Development Foundation on Thursday, December 11, 2008. He explained that the concept was to present photos and information regarding the taxiway/drainage relocation project and the economic impact of the airport on the community. He stated that the board would also like to present the information to the city, county, Chamber of Commerce and EIC.

3F. Discuss the process and facilitator for the creation of an airport vision statement.

Mr. Bobertz stated that the board needed to work together to create an airport vision statement. He explained that Mr. Vogt had worked on the issue and had recruited a facilitator/consultant, Mr. Eldon Sheffer. Mr. Vogt introduced Mr. Sheffer and presented the board with a short biography.

Mr. Sheffer explained the importance of the vision statement in making critical decisions. He presented information about the process and strategies of developing a vision statement. He led the board in a discussion about what they believed their mission/vision was. The board established the purpose of the airport, airport stakeholders, airport responsibilities, values and goals.

Mr. Bobertz recessed the meeting at 3:15 p.m. and reconvened the meeting at 3:25 p.m.

3G. Review the October 2008 airport board financials.

Mr. Selleck presented the October 2008 financials. Mr. Selleck reported that the contribution from the county was incorrect in the financials, because the city had under-billed the county. He stated that the issue had been corrected. Regarding revenue, he stated that leases were low. He reported approximately \$38,000 in revenue for the month of October. Mr. Selleck noted that the first section of the expenditures page had a small change. He stated that the account for the management contract had an additional sub-account in order to break out the compensation reimbursement to the county. He reported that expenditures for the terminal were within budget.

3H. Financial tutorial and budget forecast.

Mr. Selleck presented the board with a budget projection for FY 2009 and used the information to tutor the board members regarding airport financials.

4. Announcements and General Updates:

4A. Taxiway relocation project.

Mr. McKenzie stated that approximately 38,000 cubic yards of rock had been excavated. Approximately 140,000 cubic yards of material had been excavated. The contractor had begun putting down the base material and all of the lines for the first section were complete. Sometime after the first of the year the major

intersection of taxiway would be closed for approximately three weeks. Mr. McKenzie stated that he would make all the tenants aware of the closure and that there would be a way for them to access the runway. He stated that a progress meeting was scheduled for the next morning and that one of the design engineers would be in attendance.


4B. Update on Mooney Airplane Company.

Mr. McKenzie stated that the individuals at Mooney had been very quiet regarding the company's status and that they had a lot of airplanes stored. He stated that airplanes were still moving off the line, but at a much slower pace.


5. Adjournment

Mr. Bobertz adjourned the meeting at 4:45 p.m.

APPROVED: 02/09/09



Roger Bobertz, President



Heather M. Spivey, Deputy City Secretary