

**KERRVILLE-KERR COUNTY JOINT AIRPORT BOARD MINUTES
A REGULAR MEETING**

**KERRVILLE, TEXAS OF
DECEMBER 14, 2009**

On Monday, December 14, 2009, a regular meeting of the Board Members of the Kerrville-Kerr County Joint Airport Board was called to order at 3:35 p.m. by Stephen King, President, at the Airport Terminal, Louis Schreiner Field, Kerrville, Texas.

Members Present:

Stephen W. King, President
Fred Vogt, Vice President
Mark Cowden
Tom Moser
Corey Walters

Airport Board Staff Present:

Bruce McKenzie, Airport Manager

City Staff Present:

Kim Meismer, Director of General Operations
Jennifer Yarbrough, Budget Analyst
Dorothy Miller, Executive Secretary

Visitors:

County Commissioner Bill Williams
Jim Bethel

CALL TO ORDER

1. VISITORS FORUM:

Mr. Bethel requested the board consider posting a picture of the Airport Manger with name and telephone number and pictures of members of the Airport Board. Mr. Bethel also asked the board to consider a bronze memorial plaque for Lionel Fram, a highly experienced pilot with more than 30,000 hours in the air, an instructor and corporate pilot for several planes out of Kerrville, and a fixture at the airport who recently passed away. Mr. King stated the board has already discussed a memorial for Mr. Fram, which will be placed on the January agenda for approval.

2. CONSIDERATION AND POSSIBLE ACTION:

- 2A. Approve the minutes of the October 12, 2009 Airport Board Executive Session
Mr. Vogt moved to approve the minutes of October 12, 2009 as presented; motion was seconded by Mr. Moser and passed 4-0. Mr. Walters abstained from voting.
- 2B. Approve the minutes of the November 9, 2009 Airport Board meeting
Mr. Moser moved to approve the minutes of November 9, 2009 as presented; motion was seconded by Mr. Vogt and passed 5-0.
- 2C. Monthly Financials (Jennifer Yarbrough)
Mrs. Yarbrough presented the airport financials ending November 30, 2009. Total assets were \$341,990, total liabilities were \$80,303 and fund balances were \$45,675, leaving an available cash balance at the end of November of \$216,012. Cash balance as of November 1, 2009 was \$246,024 with revenues totaling \$70,693, expenditures totaling \$49,449 and three reserve fund balances totaling \$51,256. Mrs. Yarbrough stated the light and power expenditure (account 302) was corrected from last month's financials. Mr. Moser questioned account 001, salaries and wages. Mrs. Yarbrough stated employee pay comes from transfers from account 334-01, Reimburse County – Employee Contribution. Mrs. Yarbrough reviewed the CIP fund. Cash balance on November 30, 2009 was \$516,844, with an

unallocated cash balance of \$182,219. Mr. Cowden moved to accept the financials as presented; motion was seconded by Mr. Vogt and passed 5-0.

2D. Fire Water Flow Enhancement (Stephen King)

Mr. King reported on items 2D and 2E simultaneously. Mr. King and Mr. Walters met with city council, city staff including Kevin Coleman, Director of Development Services, and BWR regarding fire flow. The direction of the meeting was to review what BWR had completed on the design, to review funding, and to review needs assessment. Mr. McKenzie stated BWR indicated they should have the plans for the new water line completed in early January 2010. Mr. King discussed ways water flow can be constructed and the advantage of running a loop. Mr. Walters discussed what can be accommodated with 1,500 GPM (gallons per minute). With 1,500 GPM and a fire sprinkler system, t-hangars can be as large as needed. Mr. McKenzie stated 99 t-hangars can be built with fire walls every 5,900 feet. Restrictions are imposed by the city fire marshal. Commissioner Williams stated he believed the board can ask the city attorney if the city council could take action to opt out of certain fire restrictions.

2E. Building Restrictions Related to Fire Fighting Water (Bruce McKenzie)
Discussed under item 2D.

2F. Airport Entrance Sign (Bruce McKenzie)

Mr. McKenzie stated he met with architect Peter Lewis. A quote for the entrance sign was distributed to board members. The estimated cost: is \$27,500. This estimate assumes that the city and county will do the dirt work. Mr. Lewis is going to submit a sketch of the sign before the board approves moving forward.

2G. Strategic Planning Progress Overview (Fred Vogt)

For the benefit of new board member Corey Walters, Mr. Vogt gave a brief overall review of the strategic plan. Mr. Vogt stated the board is currently working on zoning and met with Mike Hayes, City Attorney, and Elsa Bailey, County Attorney and said Mrs. Bailey and Mr. Hayes are working together to answer zoning questions. Next month's item review will be leases of all tenants to be presented by Mr. Moser.

2H. T-Hangar Design Process (Stephen King)

Mr. McKenzie stated the Texas Transportation Commission meets this week to finalize the airport's \$175,000 grant. In January, the next phase will begin with RFQs (Request for Qualifications) and the board will choose a group to complete the airport's master plan. The t-hangar design process will be included in the master plan.

3. **INFORMATION AND DISCUSSION:**

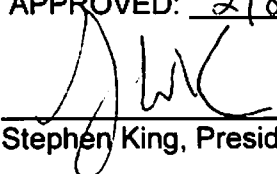
3A. Phase II Construction

Mr. McKenzie reported the reconstruction of the Airport Loop continues to progress on schedule despite several days of inclement weather. According to the contractor, more than 50,000 cubic yards of overburden will be excavated between now and Christmas Day. A concrete line ditch is also in progress.

5. **ADJOURNMENT**

Mr. Moser moved to adjourn the meeting; motion was seconded by Mr. Vogt and passed 5-0. Meeting adjourned at 4:52 p.m.

APPROVED: 2/8/10


Stephen King, President


Dorothy Miller, Recording Secretary