

AGENDA
KERRVILLE-KERR COUNTY JOINT AIRPORT BOARD
Monday, December 8, 2008, 1:00 p.m.
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 to 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. APPROVE THE MINUTES OF THE NOVEMBER 10, 2008 MEETING.

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3. CONSIDERATION AND POSSIBLE ACTION:

3A. Discuss airport fire protection upgrade requirements. (Perry Elliott-Fire Marshal)

3B. Discuss Granger MacDonald lease agreement. (Granger MacDonald)

3C. Review proposed airport board annual calendar. (Roger Bobertz)

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3D. Review draft of the airport board quarterly report. (Roger Bobertz)

P. 6

3E. Discuss presentation to be made to the Kerr Economic Development Foundation regarding phase two funding of the taxiway drainage/relocation project. (Roger Bobertz & Stephen King)

3F. Discuss the process and facilitator for the creation of an airport vision statement. (Fred Vogt)

3G. Review the October 2008 airport board financials. (Josh Selleck)

P.11

3H. Financial tutorial and budget forecast. (Josh Selleck)

4. ANNOUNCEMENTS AND GENERAL UPDATES

4A. Taxiway Relocation Project. (Bruce McKenzie)

4B. Update on Mooney Airplane Company. (Bruce McKenzie)

The facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this event. Please contact the City Secretary's Office at 830-257-8000 for further information.

I do hereby certify that this notice of meeting was posted on the bulletin board at the city hall of the city of 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.

City Secretary, City of Kerrville, Texas

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. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION.

7. ADJOURNMENT

The facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this event. Please contact the City Secretary's Office at 830-257-8000 for further information.

I do hereby certify that this notice of meeting was posted on the bulletin board at the city hall of the city of 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.

City Secretary, City of Kerrville, Texas

DRAFT

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

**Board Meeting
November 10, 2008**

On Monday, November 10, 2008, the meeting of the Board Members of the Kerrville-Kerr County Joint Airport Board was called to order at 1:02 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
Mark Cowden
Tom Moser

Members Absent:

Fred Vogt

Airport Board Staff Present:

Bruce McKenzie, Airport Manager

City Staff Present:

Heather M. Spivey, Deputy City Secretary
Josh Selleck, Director of Finance
Kristine Ondrias, Director of General Services

1. Swearing in of new board members Mark Cowden and Tom Moser by Kerr County Judge Pat Tinley.

Kerr County Judge Pat Tinley swore in new board members Tom Moser and Mark Cowden.

2. Welcome new members.

Mr. Bobertz welcomed the new members.

3. Visitors/Citizens Forum:

No one spoke.

4. Approve the minutes of the October 6, 2008 meeting.

Mr. King moved to approve the minutes as presented. Mr. Bobertz seconded the motion. The motion passed 2-0-2 with Mr. Moser and Mr. Cowden abstained since they were not members at the time the minutes were taken.

5. Consideration and Possible Action:

5A. Review September financials.

Mr. Selleck welcomed the new members and presented the unaudited fiscal year 2008 ending financials. Mr. Selleck stated that revenues exceeded the budget by approximately \$12,000. Expenditures, excluding the terminal building, were under budget. Expenditures for the terminal building were over budget. He noted that overall the board was \$78,000 under budget for fiscal year 2008. Mr. Selleck stated that since the financials presented were unaudited, some accruals and adjustments may come in later that could change the overall numbers.

Mr. Cowden moved to accept the financials as presented. Mr. Moser seconded the motion. The motion passed 4-0.

5B. Procedure for the airport board to request clarification of or an adjustment to the interlocal agreement.

Mr. Selleck stated the he spoke with Mike Hayes regarding the audit deadline for the fiscal year 2008 financials. Mr. Selleck explained that Mr. Hayes recommended a letter be written to the governing bodies giving notice that the deadline could not be met and that an extension of the deadline be granted. Mr. Bobertz stated that he would write such a notification letter on behalf of the board.

5C. Proposed airport board annual calendar.

Mr. Bobertz drafted a proposed calendar of deadlines based on the interlocal agreement. He explained that the calendar was a work in progress. He asked the board to consider the dates and any changes would be discussed at the next meeting.

5D. Schedule date for a tutorial regarding the airport financial systems.

The first phase of the airport financial systems tutorial with Mr. Selleck was scheduled for the December 8, 2008 meeting. Mr. Selleck explained that the first phase of the tutorial would cover basic processes and procedures. Additional tutorials could be scheduled at that time if necessary.

5E. Potential airport board priorities.

1. Airport vision statement.

Mr. Bobertz suggested that the board discuss and come to an agreement regarding a vision statement. He stated that Mr. Vogt was in the process of locating a facilitator to assist in the process.

2. Fiscal 2009 budget forecast.

Mr. Bobertz stated that a new budget forecast for fiscal year 2009 may be needed. He noted that Mr. McKenzie, Ms. Ondrias and Mr. Selleck were working on the forecast.

3. Taxiway relocation phase two funding.

Mr. Bobertz stated that it would be necessary for the governing bodies to provide \$800,000 to meet the TxDOT 90/10 match requirement for phase two of the taxiway relocation project. He explained that he had informally approached the Economic Improvement Corporation (EIC) regarding funding, but they were not receptive. Mr. Overby of the Kerr Economic Development Foundation addressed the board and encouraged them to file an EIC application for the funding.

Mr. King noted that the project name poorly described the breadth of the project. He stated that the main scope of the project was to improve the drainage for the entire airport and that the consequence of the drainage improvements was the relocation of the taxiway. He expressed that city and county officials as well as the community in general should be educated regarding the expanse and importance of the project. The problems with the drainage system currently in

place ruined the taxiway and would ruin the main runway if not corrected. He noted that the cost of the current project would be miniscule in comparison to the cost of replacing a badly damaged runway. He stated that to protect the viability of the airport the project must be funded and completed.

Mr. Bobertz moved that the board authorize Bruce McKenzie to begin the EIC application process to request funds for phase two of the drainage/taxiway relocation project. Mr. Moser seconded the motion. The motion passed 4-0.

4. Fire protection upgrade funding.

Mr. Bobertz stated the volume of water at the airport did not meet the current fire code. He noted that until the volume was upgraded, new development could not occur at the airport. He explained that the city had presented a plan that would provide the required volume for a cost \$425,000, but that the project was not funded or budgeted. In order to clarify the requirement, Mr. McKenzie stated that the fire code required a volume of 1500 gallons per minute for an hour and the current system only had a volume of 800-900 gallons per minute. Mr. Selleck noted that the issue was created when the new fire code changed the volume requirement. He stated that the volume of the current system did meet the previous fire code requirement. Several options for providing the additional volume of water were discussed. Mr. King suggested that some portion of the fund balance could be appropriated towards the project and that the board request that the city and county fund the remainder of the cost. No action was taken regarding this item.

5. Suggestions for other potential priorities.

Mr. Bobertz requested suggestions for other potential priorities, including formulating contingency plans. Mr. Moser referred to the airport business plan and suggested that some of the proposed action items be added to the list of priorities. Mr. Bobertz proposed adding an entire review of the airport code to determine what, if any, changes needed to be made.

5F. Clarification from governing bodies regarding requirements in the interlocal agreement.

1. Article 3, Paragraph (g), Item 8: All records shall be maintained at the airport.

Mr. Bobertz asked the county commissioners that were present if the board was required to maintain the financial records at the airport, since the city was currently maintaining the financials. Commissioner Williams explained that once the board evolved into an independent board and the transition period was complete all records should be maintained at the airport.

2. Article 3, Paragraph (g), Item 14: The board shall adopt policies and procedures for the purchase of goods and services and for the accounting of the airport's finances, each in accordance with state law.

Mr. Bobertz stated that currently the board was using the city's purchasing system and therefore obligated to follow city policies and procedures. Commissioner Letz stated that eventually the board would be independent and should begin writing

its own policies and procedures to be adopted after the transition. He suggested that the board provide the city and county with reports regarding their progress in this and other matters.

3. Article 3, Paragraph (j): The board shall provide quarterly written reports to each party regarding the operations of the airport and its finances.

Commissioner Letz stated that the intention of this article was to keep a dialogue between entities. Commissioner Williams stated that the board should provide the city and county with a quarterly letter containing a status report and an executive summary.

6. Announcements and General Updates:

6A. Taxiway relocation project.

Mr. McKenzie stated that the contractors had been blasting rock for the prior 2-week period and that approximately 80% of the blasting was complete. He noted that seismic meters had been put in place at various strategic points around the airport, including several at the Mooney facilities, and that the recordings showed no structural damage had occurred due to the blasting. There had been no complaints so far from any of the tenants. According to the contractor, the project was approximately 90 days ahead of schedule and should be complete by the end of May if there were no major weather delays. Mr. McKenzie stated that the main runway was still open and the airport was functional. He noted that there would be a time when the main runway would have to be closed for approximately 15 days. He stated that the closure would not necessarily affect the smaller aircraft, but that larger jets would not be able to take off during this time due to the shorter length of the remaining runway. Mr. McKenzie stated that the contractor presented a progress report every Tuesday at 9:00 a.m. in the Airport Terminal. Mr. King asked what was going to be done with the dirt that was being excavated. Mr. McKenzie said that no decision had been made regarding that issue as of yet.

6B. EAA Fly-In.

Mr. McKenzie stated that the in spite of some inclement weather, the EAA Fly-In was well attended event.

7. Adjournment

Mr. Cowden moved to adjourn the meeting. Mr. Moser seconded the motion. The motion passed 4-0. The meeting adjourned at 2:32 p.m.

APPROVED: _____

Roger Bobertz, President

Heather M. Spivey, Deputy City Secretary

DRAFT

AIRPORT BOARD ANNUAL CALENDAR

| | |
|---------------------|---|
| MARCH 1 | First Quarterly Report to Governing Bodies |
| APRIL 30 | Annual Salary survey of competitive airport managers Completion of annual performance review of Airport Manager and staff, proposed salary adjustments |
| MAY 15 | Airport Manager submits proposed budget for next fiscal year to Airport Board |
| JUNE 1 | Second Quarterly Report to Governing Bodies |
| JUNE 30 | Annual budget proposal to Governing Bodies |
| SEPTEMBER 1 | Third Quarterly Report to Governing Bodies |
| SEPTEMBER 30 | End of Fiscal Year |
| OCTOBER 1 | Start of Fiscal Year, effective date of any salary adjustments |
| DECEMBER 1 | Fourth Quarterly Report to Governing Bodies Annual Audit complete |

To: Airport Board Members

From: Roger Bobertz

The following draft of our initial Quarterly Report (as required by the Interlocal Agreement) is for your review and comment. We'll discuss your comments at our December 8 meeting.

When I forward the version containing your upgrades to the Governing Bodies I'll mention that this initial report is (unless you've persuaded me to significantly shorten it) a bit long-winded due to inclusion of some background information. Future reports are expected to be briefer.

DRAFT

KERRVILLE/KERR COUNTY JOINT AIRPORT BOARD QUARTERLY REPORT

DECEMBER 2008

INTRODUCTION

The Joint Airport Board was reconstituted by an Interlocal Agreement dated August 13, 2008. This agreement stipulates that the Joint Airport Board shall provide quarterly written reports to the Kerrville City Council and the Kerr County Commissioners' Court regarding the operations of the Airport and its finances. This is the initial quarterly report. The Board proposes to provide these reports in December, March, June, and September each year, but will welcome another schedule should it prove more convenient for the Council and the Court.

ADMINISTRATION

The first challenge faced by the reconstituted Board was to arrange for continuation of Airport management services previously provided by the City of Kerrville. This was accomplished via a Letter of Understanding with the City dated September 8, 2008. This understanding provides for continuation of all previously provided services through FY 2009, except for an Airport Manager and an administrative assistant, who, per the Interlocal Agreement, are to be employees of the Joint Airport Board. The Letter of Understanding calls for a lump-sum payment of \$251,000 to the City by the Joint Airport Board to cover the cost of the management services.

Within the next few months, the Airport Manager and the Board will need to decide how to solicit bids for Airport Management Services for FY 2010.

Selection and hiring of an Airport Manager was the next challenge for the Board. With considerable, and much appreciated, help from the Human Resources departments of both the City and the County, an Employment Agreement between the Board and the Manager was prepared. This letter covers terms and conditions of employment, provision of benefits coverage under the County's plan, and compensation. Compensation amount was determined via a survey of a number of Texas airports, plus comparisons with senior positions in both the County and the City. Bruce McKenzie, who had been a City employee serving as Interim Airport Manager for over a year, and who had gained the complete confidence of the Board during that time, was offered the position of Airport Manager. He accepted, resigned his position with the City, and became a Board employee on October 1, 2008.

The Board then authorized Mr. McKenzie to hire, on a part-time basis, his Administrative Assistant, Laurie DeJohn-Ermey, as the second Board employee. Previously, Ms. DeJohn-Ermey had been a part-time agency contract employee provided by the City. By eliminating agency overhead, Ms. DeJohn-Ermey's hourly rate was increased to a level comparable to similar positions in the County, and at the Airport, with minimal increase in cost to the Board. She became a part-time Board employee, not eligible for benefits, on October 16, 2008.

The Board, per the Interlocal Agreement, needed to increase its membership from three to five, have each take an oath of office before Judge Tinley, and assign each to a place to determine their respective term expiration dates. The three existing members, having been reappointed by the Commissioners' Court and the City Council, took their oaths of office before Judge Tinley on August 18.

To solicit applications for the two vacation positions, the Board had an appropriate notice posted, and published in the Kerrville Daily Times. Several applications were received, from which five were selected for interviews by the three existing Board members. Following the interviews, Mr. Mark Cowden and Mr. Tom Moser were, per the Interlocal Agreement, recommended by the Board for approval by the Commissioners' Court and the City Council. Approvals were granted, and Messrs. Cowden and Moser took their oath of office before Judge Tinley on November 10.

As specified in the Interlocal Agreement, term expiration dates were assigned by random drawing as follows:

June 1, 2010

Roger Bobertz
Mark Cowden
Tom Moser

June 1, 2011

Stephen King
Fred Vogt

AIRPORT FINANCES

This section will be completed following the financial review at the December 8 Airport Board meeting.

OPERATIONS

1. REGULATORY COMPLIANCE

In June the Airport underwent a TXDOT safety inspection and was declared to be in compliance.

In October, a letter was received from the FAA's Manager of Airport Compliance and Field Operations stating: "Kerrville Airport appears to be in compliance with its federal obligations". This letter was in response to a list of complaints from a pilot who regularly uses our airport, and who has for several years been alleging to the Airport Manager, the Airport Board, a County Commissioner, TXDOT Aviation Division, and our Regional FAA office that our airport was violating its federal grant assurances. This response from the FAA's national office supported previous findings from the other lower level bodies, and should be conclusive.

2. LEASES

The T-Hangars and Terminal office space are fully leased.

A land lease for the last remaining parcel facing the ramp was completed, and a multi-aircraft hangar is now complete and operating on the land.

A land lease for a parcel one row back from the ramp is pending. The potential tenant, a medical helicopter service, plans to construct an office/residence building. The helicopter will be housed in an adjoining hangar located on the ramp and owned by Kerrville Aviation.

A land lease is pending for a parcel facing Runway 3-21. The potential tenant plans to construct a multi-aircraft hangar sub-divided into individual hangars.

Both of the existing buildings on Airport Loop Road that are owned by the Airport are vacant at this time. Some inquiries have been received, but their appeal to potential tenants is limited due to availability of fire-fighting water being less than current fire code requirements for many tenant uses. In those cases tenants would be required to install costly fire protection equipment in order to comply with the fire code. (The fire code water volume requirements for fire fighting were increased after existing airport water lines were installed.). The Joint Airport Board will consider remedies for this situation, which also affects large areas of currently undeveloped Airport property, and make capital improvement proposals to the City and County later in 2008.

The longer-term implications of Mooney's substantial curtailment of operations and the resultant impact on Airport lease income are not yet clear.

3. OTHER OPERATIONS ITEMS

After an absence of several years, the Experimental Aircraft Association organized a regional fly-in at our airport on October 11. Poor flying conditions reduced attendance, but the event was seen as successful, and our Airport Manager and Kerrville Aviation were both complimented by EAA leaders for their preparations, hospitality, and hard work.

Arrangements have been made with the Kerr County Adult Probation office to remove debris that collects along the airport fence line. This much-appreciated assistance will be provided on a monthly basis.

Our airport was used as refuge by several aircraft based at Gulf Coast airports during the recent hurricanes.

CAPITAL IMPROVEMENTS

1. DRAINAGE – TAXIWAY RELOCATION PROJECT

BACKGROUND

This project was originally conceived only as a taxiway repair, and relocation needed to meet FAA safety standards for separation between runways and taxiways at airports of our category. Current separation between our main runway 12-30 and its parallel taxiway is 250 feet. The FAA standard for our category is now 400 feet.

The pre-bid engineering study for the project, funded by TXDOT, highlighted a massive drainage problem affecting the runway and taxiway. The airport generally slopes from north to south causing rainwater run-off more or less perpendicular to the main runway and its parallel taxiway. Some of the runoff remains on the surface, which causes surface erosion and pavement degradation. However, a rock layer a few feet below the surface over much of the area covered by the runway and taxiway is the main culprit. Some of the rainwater will percolate down to this layer, but will not penetrate it. Instead, it will collect on top of the rock layer and migrate southwards toward the river. This migrating takes the water beneath the taxiway and runway, and causes sub-surface erosion. This erosion leads to problems such as cracks, irregular surfaces, and sinkholes in the runway and taxiway pavement. The engineering study concluded that the drainage problem must be rectified as part of the project, or the repaired/relocated taxiway, and the existing runway, would continue to be plagued with the surface and sub-surface erosion problems.

Hence, the project became a combined drainage rectification and taxiway relocation project, with drainage rectification dominating, and substantially driving up cost. The pre-bid cost estimate was \$14 million, to be funded 90% by an FAA-TXDOT grant, and 10% local funding by the City and County. For their budget management purposes, TXDOT separated the project into two phases spread over two fiscal years. Phase I (FY 2009), currently underway, affects the northwestern section of the airport with a pre-bid cost estimate of \$6 million. Phase II (FY2010) will affect the southeastern section with a pre-bid cost estimate of \$8 million. Each phase is to be separately funded on the same 90% - 10% basis.

Funding for Phase I was committed for disbursement in FY 2009. The 10% local funding was provided by a grant from the Economic Improvement Corporation. Funding for Phase II has been committed by FAA-TXDOT for disbursement in FY 2010. Local funding for Phase II is not yet committed.

PHASE I STATUS

Bids were opened on June 4, with the winning low bid being \$5.06 million. TXDOT and local commitments were adjusted accordingly (but the excess local commitment is being retained by TXDOT as a contingency reserve). Contract documents were completed, and work began in early September. Weekly progress meetings are held between the contractor, TXDOT, and the Airport Manager. In spite of unanticipated needs for blasting to remove portions of the underlying rock layer, the contractor reports that he is roughly 3 months ahead of schedule at this point. If this timing holds, work will be completed in May 2009.

2. OTHER CAPITAL IMPROVEMENTS

In a cooperative effort, the City Streets Department, and the County Road and Bridge Department reconstructed a segment of the Airport Loop Road, and built a taxiway enabling Mooney to tow airplanes to and from their paint shop without having to tow them on a runway. Both projects were completed at costs far below market levels, and were paid from Airport contingency funds.

CITY OF KERRVILLE
FINANCIAL STATEMENT
AS OF: OCTOBER 31ST, 2008

47 -AIRPORT FUND
REVENUES

| | ANNUAL BUDGET | CURRENT PERIOD | Y-T-D ACT & EN C | % OF BUDGET | BUDGET BALANCE |
|-------------------------------------|-------------------|-------------------|---------------------|----------------|-------------------|
| <u>INTERGOVERNMENTAL REVENUE</u> | | | | | |
| 47-6306 TXDOT-REIMBURSEMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-6322 KERR COUNTY - PROJECT MATCH | 25,000.00 | 2,083.33 | 2,083.33 | 8.33 | 22,916.67 |
| 47-6347 KERR COUNTY - MGT CONTRACT | 162,000.00 | 12,660.46 | 12,660.46 | 7.82 | 149,339.54 |
| 47-6361 CITY - PROJECT MATCH | 25,000.00 | 2,083.33 | 2,083.33 | 8.33 | 22,916.67 |
| 47-6362 CITY - MANAGEMENT CONTRACT | <u>162,000.00</u> | <u>13,500.00</u> | <u>13,500.00</u> | <u>8.33</u> | <u>148,500.00</u> |
| TOTAL INTERGOVERNMENTAL R | 374,000.00 | 30,327.12 | 30,327.12 | 8.11 | 343,672.88 |
| <u>INTEREST AND MISCELLANEOU</u> | | | | | |
| 47-6901 LEASES | 128,050.00 | 913.60 | 913.60 | 0.71 | 127,136.40 |
| 47-6902 FUEL FLOW FEES | 36,000.00 | 2,740.77 | 2,740.77 | 7.61 | 33,259.23 |
| 47-6903 TERMINAL LEASE | 13,145.00 | 1,080.57 | 1,080.57 | 8.22 | 12,064.43 |
| 47-6904 T-HANGER LEASE | 44,000.00 | 2,550.00 | 2,550.00 | 5.80 | 41,450.00 |
| 47-6905 VEHICLE RENT-SURCHARGE | 3,500.00 | 330.90 | 330.90 | 9.45 | 3,169.10 |
| 47-6906 STORAGE RENTAL | 1,300.00 | 0.00 | 0.00 | 0.00 | 1,300.00 |
| 47-6908 DAILY RENT T- HANGER | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-6911 INTEREST REVENUE | 7,000.00 | 390.15 | 390.15 | 5.57 | 6,609.85 |
| 47-6989 MISCELLANEOUS REVENUE | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| TOTAL INTEREST AND MISCEL | 232,995.00 | 8,005.99 | 8,005.99 | 3.44 | 224,989.01 |
| <u>TRANSFERS IN</u> | | | | | |
| 47-7001 TRANSFER - GENERAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-7040 TRANSFER IN | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-7070 TRANSFER IN | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| TOTAL TRANSFERS IN | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| *** TOTAL REVENUES *** | 606,995.00 | 38,333.11 | 38,333.11 | 6.32 | 568,661.89 |

CITY OF KERRVILLE
FINANCIAL STATEMENT
AS OF: OCTOBER 31ST, 2008

47 -AIRPORT FUND
00-NON-DEPARTMENTAL
DEPARTMENT EXPENSES

| | ANNUAL BUDGET | CURRENT PERIOD | Y-T-D ACT & EN C | % OF BUDGET | BUDGET BALANCE |
|--------------------|---------------------------|-------------------|---------------------|----------------|-------------------|
| <u>PERSONNEL</u> | | | | | |
| 47-800-001 | SALARIES AND WAGES | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-002 | OVERTIME | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-003 | TEMPORARY EMPLOYEE | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-004 | LONGIVITY | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-005 | SOCIAL SECURITY | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-006 | RETIREMENT | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-007 | GROUP INSURANCE | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-008 | WORKER'S COMPENSATION | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-010 | PROFESSIONAL DEVELOPMENT | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-011 | LOCAL MEETING EXPENSE | 0.00 | 0.00 | 0.00 | 0.00 |
| | TOTAL PERSONNEL | 0.00 | 0.00 | 0.00 | 0.00 |
| <u>SUPPLIES</u> | | | | | |
| 47-800-101 | OFFICE SUPPLIES | 1,540.00 | 20.00 | 20.00 | 1,520.00 |
| 47-800-102 | SMALL TOOLS AND EQUIPMENT | 700.00 | 0.00 | 0.00 | 700.00 |
| 47-800-103 | CHEMICAL AND MEDICAL SUPP | 4,000.00 | 0.00 | 26.38 | 3,973.62 |
| 47-800-104 | FUEL AND OIL SUPPLIES | 0.00 | 0.00 | 42.62 | (42.62) |
| 47-800-105 | FOOD SUPPLIES | 400.00 | 0.00 | 0.00 | 400.00 |
| 47-800-106 | JANITORIAL SUPPLIES | 800.00 | 0.00 | 0.00 | 800.00 |
| 47-800-110 | POSTAGE/UPS/FED-EX | 750.00 | 39.99 | 39.99 | 710.01 |
| 47-800-111 | COMPUTER UPGRADE | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-112 | COMPUTER SOFTWARE PURCHAS | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-132 | SOD, SEED, PLANTING | 0.00 | 0.00 | 0.00 | 0.00 |
| | TOTAL SUPPLIES | 8,190.00 | 59.99 | 128.99 | 8,061.01 |
| <u>MAINTENANCE</u> | | | | | |
| 47-800-201 | LAND | 45,500.00 | 0.00 | 0.00 | 45,500.00 |
| 47-800-202 | BUILDINGS AND STRUCTURES | 34,000.00 | 417.25 | 417.25 | 33,582.75 |
| 47-800-203 | MAINTENANCE - CITY GARAGE | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-205 | OFFICE EQUIPMENT | 1,680.00 | 0.00 | 0.00 | 1,680.00 |
| 47-800-206 | INSTRUMENTS AND APPARATUS | 16,600.00 | 0.00 | 0.00 | 16,600.00 |
| 47-800-207 | STREETS | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-208 | TRAFFIC CONTROL DEVICES | 100.00 | 0.00 | 0.00 | 100.00 |
| 47-800-209 | TAXIWAYS/RUNWAYS | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-212 | REPAIRS-NOT CITY GARAGE | 0.00 | 0.00 | 94.29 | (94.29) |
| 47-800-214 | RAMP GRANT MATCH | 0.00 | 0.00 | 0.00 | 0.00 |
| | TOTAL MAINTENANCE | 97,880.00 | 417.25 | 511.54 | 97,368.46 |
| <u>SERVICES</u> | | | | | |
| 47-800-301 | PHONE SERVICE | 1,068.00 | 0.00 | 0.00 | 1,068.00 |
| 47-800-302 | LIGHT AND POWER | 9,500.00 | 0.00 | 0.00 | 9,500.00 |
| 47-800-303 | NATURAL GAS | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-304 | WATER & SEWER | 750.00 | 0.00 | 0.00 | 750.00 |
| 47-800-305 | LEGAL SERVICE | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-306 | SPECIAL SERVICES | 30,000.00 | 2,024.61 | 2,024.61 | 27,975.39 |
| 47-800-307 | INSURANCE | 12,000.00 | 0.00 | 0.00 | 12,000.00 |
| 47-800-311 | NETWORK SERVICES | 1,300.00 | 0.00 | 0.00 | 1,300.00 |

CITY OF KERRVILLE
 FINANCIAL STATEMENT
 AS OF: OCTOBER 31ST, 2008

47 -AIRPORT FUND
 00-NON-DEPARTMENTAL
 DEPARTMENT EXPENSES

| | ANNUAL BUDGET | CURRENT PERIOD | Y-T-D ACT & EN C | % OF BUDGET | BUDGET BALANCE |
|---|------------------|-------------------|---------------------|----------------|-------------------|
| 47-800-313 HIRE OF EQUIPMENT | 3,100.00 | 0.00 | 0.00 | 0.00 | 3,100.00 |
| 47-800-316 ADVERTISING | 1,000.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 47-800-347 MANAGEMENT CONTRACT | 353,851.35 | 20,916.66 | 20,916.66 | 5.91 | 332,934.69 |
| 47-800-347-01 REIMBURSE COUNTY - EMP CO | 0.00 | 7,595.09 | 7,595.09 | 0.00 | (7,595.09) |
| 47-800-348 OUTSOURCED SERVICES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-350 CONTINGENCY-OUTSOURCED SE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL SERVICES | 412,569.35 | 30,536.36 | 30,536.36 | 7.40 | 382,032.99 |
| <u>OTHER EXPENSES</u> | | | | | |
| 47-800-401 CERTIFICATES, AWARDS, ETC | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-402 DUES AND SUBSCRIPTIONS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-405 OTHER CHARGES | 4,800.00 | 325.00 | 325.00 | 6.77 | 4,475.00 |
| 47-800-410 CONTINGENCY | 15,000.00 | 0.00 | 0.00 | 0.00 | 15,000.00 |
| 47-800-430 DEPRECIATION EXPENSE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-435 OTHER EXPENSE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL OTHER EXPENSES | 19,800.00 | 325.00 | 325.00 | 1.64 | 19,475.00 |
| <u>CAPITAL OUTLAY</u> | | | | | |
| 47-800-501 LAND | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-502 BUILDINGS AND STRUCTURES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-503 MOTOR VEHICLE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-505 OFFICE EQUIPMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-506 INSTRUMENTS AND APPARATUS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-508 TRAFFIC CONTROL DEVICES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-510 WATER SYSTEM IMPROVEMENTS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-513 GRANT MATCH | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-514 DRAINAGE IMPROVEMENTS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-515 GRANT MATCH T-HANGER 2001 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-516 TXDOT REIMBURSE 2000-2001 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-517 CITY T-HANGER 2001 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-518 KERR COUNTY T-HANGER 2001 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-519 GRANT MATCH LIGHTING IMPR | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-520 TXDOT REIMBURSEMENT LIGHT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL CAPITAL OUTLAY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| <u>TRANSFERS OUT</u> | | | | | |
| 47-800-901 TRANSFER - GENERAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-902 TRANSFER OUT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-928 TRANSFER OUT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-940 TRANSFER OUT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-942 TRANSFER OUT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-970 TRANSFER OUT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-974 TRANSFER OUT - AIRPORT CA | 50,000.00 | 4,166.67 | 4,166.67 | 8.33 | 45,833.33 |
| 47-800-975 TRANSFER OUT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 47-800-990 TRANSFER - INSURANCE | 350.00 | 29.17 | 29.17 | 8.33 | 320.83 |
| TOTAL TRANSFERS OUT | 50,350.00 | 4,195.84 | 4,195.84 | 8.33 | 46,154.16 |
| <hr/> | | | | | |
| TOTAL 00-NON-DEPARTMENTAL | 588,789.35 | 35,534.44 | 35,697.73 | 6.06 | 553,091.62 |

CITY OF KERRVILLE
 FINANCIAL STATEMENT
 AS OF: OCTOBER 31ST, 2008

47 -AIRPORT FUND
 01-TERMINAL
 DEPARTMENT EXPENSES

| | ANNUAL BUDGET | CURRENT PERIOD | Y-T-D ACT & EN C | % OF BUDGET | BUDGET BALANCE |
|--------------------------------------|------------------|-------------------|---------------------|----------------|-------------------|
| <u>SUPPLIES</u> | | | | | |
| 47-801-118 SIGN MATERIALS AND SUPPLI | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| <u>SERVICES</u> | | | | | |
| 47-801-301 PHONE SERVICE | 900.00 | 29.29 | 29.29 | 3.25 | 870.71 |
| 47-801-302 LIGHT & POWER | 9,600.00 | 0.00 | 0.00 | 0.00 | 9,600.00 |
| 47-801-303 PROPANE GAS | 7,200.00 | 390.00 | 390.00 | 5.42 | 6,810.00 |
| 47-801-304 WATER & SEWER | 1,800.00 | 0.00 | 0.00 | 0.00 | 1,800.00 |
| TOTAL SERVICES | 19,500.00 | 419.29 | 419.29 | 2.15 | 19,080.71 |
| TOTAL 01-TERMINAL | 19,500.00 | 419.29 | 419.29 | 2.15 | 19,080.71 |
| *** TOTAL EXPENSES *** | 608,289.35 | 35,953.73 | 36,117.02 | 5.94 | 572,172.33 |