

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

**5:30 pm Special Board Meeting
April 18, 2006**

On Tuesday, April 18, 2006, the special meeting of the Board Members of the City of Kerrville, Kerrville-Kerr County Joint Airport Board, was called to order at 5:34 p.m. by Dr. John Davis, President, at the City of Kerrville City Hall, 800 Junction Highway, Kerrville, Texas.

Members Present:

Dr. John Davis, President
Commissioner Letz, Vice President
Commissioner Williams (left at 6:49 pm)
Councilperson Coleman
Mayor Gene Smith

Members Absent:

Roger Bobertz

Staff Present:

Paul A. Hofmann, City Manager
Mindy Windele, Business Programs
David Pearce, Airport Manager
Bruce McKenzie, Street Dept.
K. Irene Stone, Executive Assistant to City Manager
Micah Grau, Intern to City Manager

2. Visitors/Citizens Forum No citizen spoke.

3 Approval of Minutes of the April 4, 2006:

Commissioner Letz moved to approve the April 4, 2006, Minutes as amended.
Councilmember Coleman seconded, and the motion passed 5 to 0.

**4. Consider and act upon proceeding with the General Aviation Terminal Project.
Authorize City Manager to pursue amending budget for Terminal Project.**

David Pearce, Airport Manager, reviewed the Airport Terminal bids. Huser Construction was the lowest bid. With the help of TxDOT and the financial credit from the donated land from KEDF, the Airport Board will be able to proceed with the lowest bid and authorize the budget to reflect the increased funding.

The Board acknowledged the good news, but wanted to know if TxDOT confirmed the reallocation of funds. Mr. Pearce has the letter allocating land, and remaining funds from cost savings from other grant projects are currently in the Airport budget. Mr. Pearce explained that the cost savings from a grant project remains in the project and can be used for other Airport projects. TxDOT has an amount set aside for the grant, and when their project is done, they can roll it back into another grant, and the local entity can retain the local funds.

The next step, according to Mr. Pearce, was to amend the Terminal Project budget to reflect the approximate \$300,000 difference and forward the fund to TxDOT. It is not necessary for the funds to be approved by the agencies [City and County], and the Board can use the funds for other Airport projects. The Airport Board must authorize the City Manager, as contractor, to amend the Terminal Project budget. Paul A. Hofmann, City Manager, clarified that it is not a budget amendment and, therefore, does not require the approval of the two agencies. Rather, they are moving funds from one project to another project. The money is already there so they are not increasing the budget. Mr. Pearce and Mr. Willis, the Terminal architect, answered other questions from the Board, in particular that the bid was without the modifications, but the Airport could request a change order with TxDOT's approval. Other changes could be done during the process. The Huser Construction bid was a firm bid, very detailed and specific.

Mr. Pearce noted to the Board that it would take approximately thirty days to get the construction of the Airport Terminal in process – early June. There are approximately 229 days allotted in the contract but Huser Construction should complete before that deadline. There was a brief discussion about activating the subcommittee for the Airport Terminal and getting their input. Commissioner Letz asked that the discussion be deferred until other Board Members were present.

Commissioner Letz made a motion to authorize the City Manager to amend the terminal construction budget to reflect the \$307,294.00 to be reallocated as specified in the agenda. Mayor Smith seconded the motion, and the motion passed 5 to 0.

Councilmember Coleman commended the parties responsible for bringing this about. Mr. Pearce emphasized that TxDOT was absolutely the Airport's friends and have the Airport's best interest at heart. Dr. Davis acknowledged that Mr. Pearce has spent a lot of time on this project. Dr. Davis thanked Mr. Willis, the architect, for coming to the meeting.

5. Authorize staff to request from TxDOT using RAMP funds to stripe the runways and accomplish slurry seal around t-hangars. Authorize City Manager to sign necessary TxDOT grant and contract documents.

David Pearce explained to the Board that the RAMP funds were available. They were a 50/50 match from TxDOT that the Airport can allocate towards the striping. The 50% from the Airport is budgeted. With the Board's approval, Mr. Pearce noted that the Airport could go forth and solicit bids. The project should be completed by the end of the summer.

Commissioner Williams moved to authorize staff to request from TxDOT, using RAMP funds, to stripe the runways and accomplish slurry seal around t-hangars and authorized the City Manager to sign the necessary TxDOT grant and contract documents. Mayor Smith seconded, and the motion passed 5 to 0.

6. Discuss and authorize staff to proceed with Identifying cost options to resolve issues surrounding the alignment of SH 27 and its proximity to runway 12/30 alignment.

David Pearce introduced the agenda item to the Board by restating the Airport had a penetration at Highway 27, and the FFA was taking a strong stance. They will not waive the modification to design standards and are instead looking closely at all airports to determine existing non-standard configurations. They are trying to help resolve. This does not affect the Taxiway Relocation. To help the Board visualize the penetration problem and proposed solution, Mr. Pearce had a PowerPoint presentation. Discussion followed. Mr. Pearce recommended the solution that extended the Airport runway 12/30 approximately 1,400 feet east and shifted a portion of Highway 27 approximately 150 feet south. This plan would protect the Airport for 100 years.

Commissioner Letz asked that at the next meeting staff inform the Board on what needs to be done to protect the land use corridor.

Mr. Pearce stated that if the staff could get direction from the Board, they could begin research for land procurement, etc... to get a comprehensive detailed cost, and then pursue state and federal help. It would be in best interest for all parties if Airport split the cost. Staff would follow the long-range plan outlined in the Master Plan.

Commissioner Williams stated the issue would boil down to TxDOT's willingness to help. Commissioner Letz agreed and noted that the local entities willing to come up with funds move up TxDOT's priority list quickly. He would be very interested in pursuing every detail in taking the issue to the legislature and TxDOT and felt the Airport could get a lot of political help from Washington.

Dr. Davis asked for clarification that shifting the roadway and extending the runway was proper way to proceed. Lionel Fram, pilot/flight instructor, stated it would be better to relocate the runway and rebuild it stronger even if it meant closing the runway for nine to ten months as the current runway 12/30 could not support larger aircraft because of soft spots. Dr. Davis replied that many of the original problems of the runway have been addressed

since the reconstruction and overlay of runway 12/30, and there were few soft spot issues left.

Councilmember Coleman moved that the Board authorize staff to continue working with TxDOT and the FAA to resolve the issues surrounding State Highway 27 and runway 12/30 alignment and proceed with developing cost estimates to the scenario and appoint a representative from the constituent agency side of the County to accompany the Mayor to meet with duly elected officials to facilitate the process. The motion was seconded by Commissioner Williams and passed 5 to 0.

Commissioner Williams will be the County representative to meet with the Mayor and the duly elected officials.

7. Discuss and authorize staff to continue working with TxDOT and FAA to acquire an Instrument Landing System (ILS).

David Pearce introduced agenda item to the Board, briefly discussed status, and that best time to put in an ILS may be with TxDOT's and the FAA's help when Highway 27 and runway 12/30 are relocated.

Commissioner Letz moved for the Board to authorize staff to continue working with TxDOT and FAA to help acquire an Instrument Landing System. Mayor Smith seconded, and the motion passed 4 to 0 (Commissioner Williams had left at 6:49 pm).

8. Consider and act upon requesting TxDOT to fund an Airport Business Plan.

David Pearce asked if the Board wish to discuss the issue now or wait until more Board members were present. Board decided to move forward on the issue as it involved funding only and let Mr. Pearce request a grant from TxDOT for the Airport Business Plan. The Board could modify the proposed scope later. The Board did request that the Airport Business Plan be shorter and easier to read than the Master Plan.

Mayor Smith moved for the Board to request TxDOT to fund an Airport Business Plan. Commissioner Letz seconded, and the motion passed 4 to 0.

9. Discuss Airport Budget.

David Pearce presented a proposed FY07 Budget for the Airport. Commissioner Letz stated he would like to see more of breakdown on the FY07 Worksheet, in specific the top five man hours, excluding the Airport Manager, and asked if it were possible to out-source legal in order to reduce the man hours there. Commissioner Letz also had questions about equipment costs. Councilmember Coleman asked staff if the Board could explore the budget in more detail at the next meeting.

No further action was taken by the Board.

10. Announcements.

David Pearce gave brief announcements and general updates on the following issues:

- Taxiway Relocation – The design is three weeks behind schedule, but that is understandable given the design issues. Mr. Pearce is more inclined to push for quality rather than meeting the timeline; however, the project is still on track.
- Grant Closures – Mr. Pearce announced that the recent grant closures mention in the Terminal discussion were good news (runway overlay, apron expansion, road

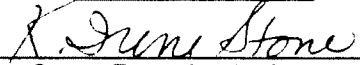
relocation, and land procurement project.)

11. Adjournment

Commissioner Letz moved for adjournment. Councilmember Coleman seconded, and the motion passed 4 to 0. Meeting was adjourned at 7:20 p.m.

APPROVED: 5-2-06


Dr. John Davis, President


K. Irene Stone, Executive Assistant to
the City Manager