

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

**Board Workshop
September 19, 2006**

On Tuesday, September 19, 2006, the special workshop of the Board Members of the City of Kerrville, Kerrville-Kerr County Joint Airport Board, was called to order at 4:10 p.m. by Commissioner Letz, Vice President, at the City of Kerrville City Hall, 800 Junction Highway, Kerrville, Texas.

Members Present:

Commissioner Letz, Vice President
Commissioner Williams
Roger Bobertz
Councilperson Coleman
Mayor Gene Smith
Stephen W. King

Members Absent:

Dr. John Davis, President

Staff Present:

Mindy Wendele, Business Programs Director
David Pearce, Airport Manager
K. Irene Stone, Executive Assistant to City Manager
Bruce McKenzie, Street Maint. Dept. Coordinator

2. Review and Prepare 16 Airfield Services to be advertised and bid.

David Pearce, Airport Manager, stated to the Board that he was prepared to move forward with the bid documents and/or make the necessary changes per the Board's direction. He stated that he would bring any revised bid documents back to the October 3rd Board Meeting and request authorization to advertise..

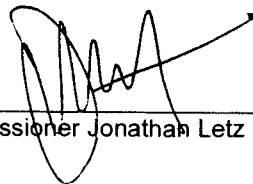
The Board reviewed the bid documents page-by-page and made changes, corrections, and additions/deletions. Discussion ensued about regrouping the bid services to two or three groups. Commissioner Letz recommended going with two groups: Maintenance Group (Services 1-5, 9, 11, 14, 15, 16) and a Mowing Group (6-8, 10, 12). The Board agreed and instructed Mr. Pearce to delete Service 13 and include it in the adjusted contract with the City.

Notable points of discussion:

- 1) The pre-bid conference would be mandatory,
- 2) Several pieces of the Airport equipment and signs belong to the City. Councilmember Coleman suggested the Airport could do an inventory of the City-owned equipment and have the City place a value on that inventory. The County would then pay ½ of that value, and the equipment could become the property of the Airport.
- 3) Commissioner Williams was concerned that *FAA Advisory Circular 150/5210-5b, Painting, Marking, and Lighting of Vehicle Used on an Airport* was out-of-date. Mr. Pearce said the Circular was current and the name/title had stayed the same.
- 4) Minimum PAPI Alignment Inspections and Calibrations experience was changed from an individual having three years experience to an individual who "is trained and demonstrates proficiency." The Board felt it was their decision to keep or remove experience requirements.

3. Adjournment

Commissioner Letz dismissed the Board from the Special Workshop at 6:45 pm.



Commissioner Jonathan Letz

APPROVED: _____

K. Irene Stone, Executive Assistant to
the City Manager