

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

**KERRVILLE, TEXAS
MARCH 8, 2010**

On Monday, March 8, 2010, a regular meeting of the Board Members of the Kerrville-Kerr County Joint Airport Board was called to order at 2:03 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
Mike Erwin, Director of Finance
Dorothy Miller, Executive Secretary

County Staff Present:

Jonathan Letz, Commissioner Precinct 3
Jeannie Hargis, Kerr County Auditor

Visitors:

Jeff Lavendar, Photographer
Peter Lewis, Architect
Stephen Drane
Joey Kennedy

CALL TO ORDER

1. PHOTO SESSION

Airport Board Members Photographs (Jeff Lavendar)

Mr. Lavendar took individual photos of each board member and the Airport Manager and a group photo of board members only. Board members reviewed and chose their photo of choice.

2. VISITORS FORUM:

None.

3. DISCUSSION AND POSSIBLE ACTION:

3A. Approve the minutes of the February 8, 2010 Airport Board meeting.

Mr. Moser amended item 2H to read 90 psi instead of 80 psi. Mr. Moser moved to approve the minutes of February 8, 2010 as amended; motion was seconded by Mr. Vogt and passed 4-0. Mr. Walters abstained.

3B. Monthly Financials (Mike Erwin)

Cash balance as of February 1, 2010 was \$241,137; revenues were \$86,592; total expenditures of \$39,758; ending cash balance in bank as of February 28, 2010 was \$287,972; total reserve fund balance was \$49,625; available cash balance as of February 28, 2010 was \$238,347. Mr. Cowden requested a column be added to the FY10 Airport CIP that shows projected costs. Mr. Vogt stated funding source should be more specific. "Airport" assumes entire financing is being supported by the Airport's budget. FAA and TxDOT need to be shown as additional funding sources where applicable. Mr. Moser moved to accept the monthly financials as presented; motion was seconded by Mr. Cowden and passed 5-0.

3C. Airport Sign on Highway 27 (Peter Lewis)

Mr. Lewis reported his firm Solicited bids from Comet Signs in San Antonio. Mr. Lewis distributed and discussed a copy of the estimated costs, which remained below the \$30,000 previously approved by the Board; professional services proposal letter; professional services agreement; bid proposal from Comet Signs; and a conceptual drawing of the sign provided by Peter Lewis Architect and Associates. The Board discussed orientation of the sign. Mr. King moved to accept Mr. Lewis' professional services proposal with the stipulation of possibly changing the position of the sign to an angle; motion was seconded by Mr. Vogt and passed 5-0.

3D. Airport Board Members Terms of Office (Steve King)

Mr. King reported expiring terms for three Board members: Mr. Moser, Mr. Walters, and Mr. Cowden. All stated they would like to serve another term. Mr. McKenzie will draft a letter of recommendation to the County and City.

3E. Interim Management Service Contract for FY 2011 (Bruce McKenzie)

Mr. McKenzie stated the Board needs to request a proposal from the City through FY11, which is needed by the next board meeting. In October 2010 the Board will request RFP's for a new contract for FY12. Mr. King moved to request the City submit a proposal for the FY11 Interim Management Service Contract to include current services; motion was seconded by Mr. Cowden and passed 5-0.

3F. Budget Amendment for Water Line Project (Mike Erwin)

Mr. Erwin asked the Board to allow him to amend revenue and expenditure line items in the Airport's budget to reflect the \$717,500 being transferred out of the Airport's capital for the master plan and water lines. Mr. Cowden moved to approve the change; motion was seconded by Mr. Vogt and passed 5-0.

3G. Master Plan Consultant Selection Process (Steve King)

Mr. King stated it is the Board's responsibility to choose the most qualified consultant and then TxDOT negotiates the cost. The Board discussed their top three choices of consultants and discussed pros and cons of each. Mr. King moved to select GarverUSA as the candidate for the master plan consultant; motion was seconded by Mr. Moser and passed 5-0.

4. **INFORMATION AND DISCUSSION:**

4A. Fuel Flowage History

Mr. McKenzie distributed and discussed the ERV Fuel Flowage Fee and Kerrville Aviation Fuel Sales. Mr. King stated he would like to follow the fees and sales quarterly to be sure the Airport is competitive.

4B. Water Line Update

Mr. McKenzie reported receiving the completed plans for the water line. A final set was sent to the City and the Airport will advertise for bids on April 15, 2010.

4C. Phase II Update

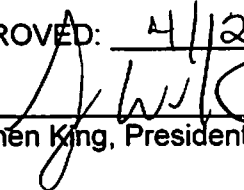
Inclement weather has caused delays. As of Friday, March 5th, they began demolishing concrete at the end of the ramp.

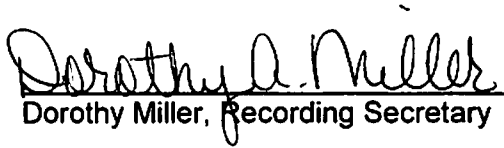
6. **ADJOURNMENT**

Mr. Moser moved to adjourn the meeting; motion was seconded by Mr. Cowden and passed 5-0. Meeting adjourned at 4:38 p.m.

APPROVED: _____

4/12/10


Stephen King, President


Dorothy Miller, Recording Secretary