

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

**KERRVILLE, TEXAS
MARCH 24, 2010**

On Wednesday, March 24, 2010, a special meeting of the Board Members of the Kerrville-Kerr County Joint Airport Board was called to order at 9:07 a.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
Laurie DeJohn

City Staff Present:

Kim Meisner, Director of General Operations
Todd Parton, City Manager
Kristine Ondrias, Assistant City Manager
Mike Erwin, Director of Finance
Dorothy Miller, Executive Secretary

County Staff Present:

Bill Williams, Commissioner Precinct 2
Jeannie Hargis, Kerr County Auditor

CALL TO ORDER

1. **VISITORS FORUM:**
None.

2. **DISCUSSION AND POSSIBLE ACTION:**

2A. **Discuss the Airport Services Management Contract**

Mr. King stated this meeting was called due to the County's desire to provide the Airport Management services that are currently being provided for by the City. Mr. King reported at the last Airport Board meeting, the Board made a resolution to allow the City to complete their contract for providing services for FY11. At that meeting, Commissioner Letz did not indicate that the County was interested in providing management services at this time. Mr. King referred to the interlocal agreement signed by both the City and the County which states the Airport Board shall manage the Airport, its policies, and hire the Airport Manager. Therefore, the Board shall decide who to hire to provide management services. Commissioner Williams stated he fully respects the Board's position and said the county wants to bid on services for FY11 and will be as competitive as possible. Commissioner Williams also stated the County will be taking over complete funding in FY11. Mr. King stated it is the Board's responsibility to be prudent with taxpayer's funds and to acquire services at the best cost possible. The Board discussed the timeline needed to create an RFP (Request for Proposal) for the upcoming fiscal year.

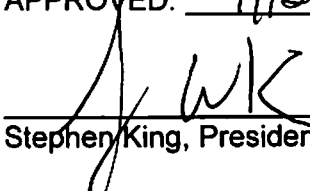
Mr. Parton addressed the Board first by stating City Council had reappointed Airport Board members Tom Moser, Mark Cowden and Corey Walters for another term and said City Council is pleased with the job the Board is doing. Regarding the Airport Management Services, Mr. Parton stated the City is currently providing services within a fixed rate and would be open to reviewing an RFP. Mr. Parton and the Board discussed pros and cons to bidding on individual components instead of services as a whole.

Commissioner Williams stated the County is willing to bid services as a whole and at a flat rate as well. The Board discussed what information is needed for an RFP, whether to present it as a whole service or to break it down into separate components, and their apprehensions in having an adequate RFP available for the upcoming fiscal year. Mr. Walters moved to modify the letter to the City that is currently being held, requesting a price within 30 days of the letter for management services for FY11; motion was seconded by Mr. Vogt. Discussion was held. Motion passed 5-0.

Mr. Moser stated the need for a contingency plan in the event they did not accept the City's bid and suggested Mr. McKenzie begin putting together information for an RFP.

4. **ADJOURNMENT**

Mr. Vogt moved to adjourn the meeting; motion was seconded by Mr. Cowden and passed 5-0. Meeting adjourned at 10:19 a.m.

APPROVED: 4/12/10


Stephen King, President



Dorothy Miller, Recording Secretary