

MID-WAY REGIONAL AIRPORT JOINT AIRPORT BOARD MINUTES

A regular meeting of the Mid-Way Regional Airport Joint Airport Board was held on Tuesday, March 2, 2010, at 4:00 p.m. in the Administrative Conference Room at Waxahachie City Hall, 401 S. Rogers St., Texas.

Members Present: Paula Baucum, Chairman
Aubrey Price, Vice Chairman
George Kent, Secretary
Dale Stevenson
Kent McGuire
Gary Richter
Jim Polewchak

Others Present: Andy Biery, Airport Manager
Tammy Bowen, Airport Operations
Ray Brindle, Tenant Liaison
Michael Scott, Assistant Manager, City of Waxahachie
Don Hastings, Manager, City of Midlothian
Chris Dick, Finance Director, City of Midlothian
Ken Chambers, Councilman, City of Midlothian
Andrew Branca, Reporter, Waxahachie Daily Light

Opening: Chairman Paula Baucum called the meeting to order and Gary Richter gave the invocation.

Board Announcements: There were no Board announcements.

Public Comments:

Don Snodgrass, 106 Creekview Dr, Waxahachie, TX, expressed his desire to relocate his aviation related business to a facility at the Airport.

Charles Crist, 1903 Alexander Dr, Waxahachie, TX, suggested exploring the possibility of having the dirt work done for the road planned on the east side of the Airport using the equipment that is already here for the runway expansion.

Minutes:

George Kent moved to approve the Minutes of February 2, 2010 as presented; second by Dale Stevenson. All Ayes.

Financial Report: A financial report was reviewed by the Board.

Manager's Report: Andy Biery reported:

Airport Operations and Airport Maintenance for the month of February.

Runway Extension Project: Good progress is being made on the runway and taxiway extension. The last three or four weeks of snow and rain have slowed them down considerably. Despite that, work continues and they are still ahead of schedule. Right now they are showing a completion date of December 15th, 2009. Construction is being held back into phase three, which is the first phase that shortens the runway and requires back-taxi, until all other work that can be done is done. They will continue to hold off the first threshold relocations until absolutely necessary, at which point we will lose 500' from both ends of the runway for the final sub grade preparations before the extension is actually poured.

Terminal Renovation: We expect the draft RFP any day from TXDOT for the newly approved procurement process of “construction manager at risk.” This process basically locks in a General Contractor for a set fee, and incentivizes him to be our advocate for meeting timetable and avoiding cost over-runs. It establishes an absolute budget going in. Once we receive the draft, the terminal committee will meet to “Personalize or Localize” the document to our specific project. The document should be ready to review and approve at the next board meeting, after which it will be ready for release to bid by TXDOT.

SWPPP: The completed plan was delivered last week and an initial site inspection was conducted. There were no pollutants found at the Airport. That occurrence remedies the letter received from TCEQ, citing a violation for not maintaining records of quarterly inspections. It will be necessary to continue this. The Airport will be responsible for the overall conduct of the inspection program.

Accounting Question from January Meeting: At last month’s meeting, a question was raised regarding a 100% overage in the box hangar income category. Rental income from the Hangar Row B was incorrectly being reported there, with no offsetting cost. The error has since been corrected, and cost allocations have been added, which will normalize the account.

Accounting Process/Delinquencies: There were a few accounts seriously delinquent, and all but one has been resolved favorably. One has indicated that he will be able to resolve the entire balance within 30 days.

Non-Flyable and Non-Insured Aircraft: We have been diligently working the list of Tenants who do not own operable aircraft, or are otherwise not in compliance with the lease agreements. Three tenants have begun work to become compliant and begin flying again, and three have indicated that the airplanes are actively for sale and the hangar will be surrendered once accomplished. Two tenants refuse to comply. One of these tenants received a letter from Mr. Fearis over two years ago, and has made no progress since.

Snow Event/Building Damages: Our area received between 12-14” of snowfall on Feb 11 & 12. During the event, several buildings we damaged. The FBO/ Terminal Building settled with a loud noise and is now impacting the ability to open the hangar doors. A structural engineer will be coming out to evaluate the building and repairs will be made. The awning that was installed on hangar row #1 last summer also collapsed. We are waiting for the insurance company to give us instructions to proceed with replacement and expect to have these back up within the next 30-45 days.

Airport Hangar Leases: The Board reviewed the drafted hangar lease agreements and the following changes were suggested:

- 1) In each of the leases, the Board was in agreement that Exhibit A (aircraft inspections) & B (preventative maintenance) should be removed and the tenant should be referred to the FAR instead, subject to the Fire Marshal’s approval.
- 2) Bill Fuller requested and the Board agreed, that the word preventative be removed from his lease agreement under number two (b).
- 3) Consider longer term leases for someone who has made improvements in their hangar.
- 4) The Board agreed that when a tenant is buying or selling an aircraft, a period of 180 days should be allowed with consideration of extensions by the Board.
- 5) Andy Biery suggested and the Board agreed, that verbiage be added to the Box Hangar Leases (non commercial, non sprinklered), requiring the tenant to be responsible for their own utilities. Only the Box hangars with their own meters would be subject to this change.

Paula Baucum suggested that Andy make the changes and present a final draft to the Board at the next meeting.

Removal of the Ground Communication Outlet:

Aubrey Price moved to approve the removal of the Ground Communication Outlet from the Airport; second by Gary Richter. All Ayes.

Professional Contract for Structural Engineering Services: This item was not acted on because the adjuster feels that TML will employ the engineering firm.

Adjournment: There being no further business,

Gary Richter moved to adjourn; second by Jim Polewchak. All Ayes.

