

## **MID-WAY REGIONAL AIRPORT JOINT AIRPORT BOARD MINUTES**

A regular meeting of the Mid-Way Regional Airport Joint Airport Board was held on Thursday, July 15, 2010, at 4:00 p.m., in the Administrative Conference Room, at Midlothian City Hall, 104 West Avenue E., Midlothian, Texas.

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

Others Present:            Andy Biery, Airport Manager  
                                  Tammy Bowen, Airport Operations  
                                  Ray Brindle, Airport Tenant Liaison  
                                  Chris Dick, Finance Director, City of Midlothian

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

Board Announcements: Dale Stevenson and Aubrey Price announced their resignation from the Airport Board.

Charles Crist, 1903 Alexander Dr., Waxahachie, Texas, registered to speak. Mr. Crist pointed out that the June Minutes read that lease contracts for hangar numbers 1-20 had been delivered and he wanted to know why he had not received his.

Minutes: Andy Biery told the Board that there are a total of eight tenants in hangar numbers 1-40 that he has been trying to get into compliance with the old leases, since last November, before having them sign a new lease. The Board asked that a change be made to the June Minutes reflecting this. This item was tabled until next month's Board meeting.

Financial Report: A financial report was reviewed by the Board. Andy Biery stated that as of the closing date of the financial report, the Airport is 75% thru the budget cycle Fiscal year and 83% thru the TXDOT cycle. The changes to the Income and Expense categories that had been incorporated related to the corporate hangars have been removed, as those items were not in the Board approved budget. They will continue to be reported in the approved format for the remainder of this 2010 Fiscal year and in the new budget year, they will be reported correctly as seen on the FY 2011 budget. This is the reason for 187% in 4760-16. We have earned 94% of budget income (\$279,000), and spent 90% (\$258,000) of budgeted expenses YTD, for a positive variance of \$21,000.

Managers Report: Andy Biery reported:

Airport Operations for the month of June.

**AWNING REPAIR:** The awnings have been replaced on the first row of T-hangars and they were installed according to the engineering report. Sometime during the remainder of the year, we will need to go back to the remaining three, and increase the welds on each in accordance with the report.

**RUNWAY EXTENSION:** All of the concrete has been poured for the runway and taxiway extension. We are now waiting for the replacement dirt contractor to show up. Hopefully, they will be on sight next week and they will be able to move on to the next phase, which will be to widen the existing runway. The latest estimated completion date is January 24, 2011.

**AWOS REPAIR TO CEILOMETER:** The ceilometer sensor is still out on the AWOS. We won the dispute with the repair contractor, that the AWOS Maintenance Agreement we have with the State covers labor costs. This would reduce the expense for repairs by \$2,700. It will still be two to three weeks before we get the part back and installed.

**RUNWAY AND APPROACH CHART DATES:** KSA, TxDOT and the FAA were all contacted regarding the chart date of the new runway length in hopes of having published data available prior to the Super Bowl early next year. At the on-set of the project, it was expected that our runway, PAPI's, and approaches would be flown in Mid-October for a January 13, 2011 chart date. This is looking un-realistic with current progress, but is still the current plan. These are flown as a unit, as the alteration to the airport is considered as a whole, and must be complete with markings, approaches, etc... before it is flown. What we are trying to do is to get them to consider the length of the pavement only, so that we make the January chart date even before the runway actually opens at 6500 feet.

**HANGAR LEASES:** New leases have been delivered to rows 1 and 2, and the newer box hangars. The final third will be implemented during the coming month. There are a total of 8 remaining leases that in their current state, are not in compliance with the existing lease, and are further from compliance with the new, not having been maintained or flown in 5-15 years. We began providing encouragement and notice to get them flying in November 2009, and have followed up regularly. One aircraft has been placed in service, and five are well on their way to being in service. One has indicated they wish to comply, but have done very little, and one has indicated they have no intention of compliance. Andy said that his suggestion at this point is to provide the remaining seven with new leases, asking them to provide us with proof that the airplane has flown ,and if not, let them start considering what it is going to take for them to get into compliance. Andy asked for guidance from the Board related to implementing the requirement on the lease that the aircraft be airworthy. After a lengthy discussion on this item, Paula Baucum wanted to remind Andy that he should continue developing relationships with these tenants, helping them to come up with a plan to get the plane airworthy and document it along the way. The Board was in agreement that due to the times and economy, they are only interested in whether the airplanes have had their annual and is airworthy, not if their flying and buying fuel. Paula said that for those that are not in compliance, they can be brought back to the Board to be looked at on an individual basis.

Charles Crist, registered as a speaker, expressed his concerns regarding a RV being stored in one of the sprinklered box hangars and the possibility of someone staying in it at night.

Concerns of hangar occupancy: Andy Biery said there was an exception made to allow the RV in B6, as were made in hangars B-8 and B-10 for various vehicles. These exceptions were made with the approval of the Fire Marshall. Andy said that he has asked the tenant in B6 if he has been living in the hangar and the tenant assured him that he is not living in there. Andy said that he has seen the tenant in the hangar working on his airplane at three or four o'clock in the morning, which is fine. The tenant told him that he just bought the airplane and he is spending all of his time trying to get it ready, so that he can start flying. The Board was in agreement that they do not want to allow residence in the hangars, but they do not want to write a rule forbidding overnight stays because there could be circumstances where this may be necessary. Paula Baucum suggested that the tenant in question, sign a document stating that he is not living in the hangar and to make sure that we are implementing and enforcing equitably.

Report from the Terminal Renovation Sub-Committee: Paula Baucum said that the Committee will be meeting Monday morning to interview the final two contractors, Lansford Company and Scott Tucker Construction, because there was a tie in the scoring. Paula said that they should have an announcement by the next Board meeting on who the contractor will be for the terminal renovation project.

Report from the Economic Development Sub-Committee: Paula Baucum said that the Committee met and worked on creating a working list of Capital projects to take back to TxDOT, to look at getting a Master Plan update. Paula Baucum stated that the Committee is not recommending opposing the Ennis Airport, rather, providing a rationale that it would be better to support an existing regional airport. Paula said that the Committee will be drafting a letter to go along with the list to the City Councils asking for their support.

Balloon Festival: This item was tabled until the next Board meeting.

Letter to Cities of Midlothian and Waxahachie requesting Master Plan Update and TxDOT support of Mid-Way Regional Airport: This item was tabled until the next Board meeting.

Ken Lantz, 131 Airport Dr., Midlothian, Texas, registered to speak in regards to his hangar lease. Mr. Lantz asked what the reasons were for a 60% increase for the end cap to hangar #22.

Final Lease for Hangar #22, Row 2 End Cap: Andy Biery reminded the Board that they had already approved a lease with an end cap rate of \$75 for hangar #1. Andy said that he submitted a similar lease to Ken Lantz in hangar #22. Mr. Lantz provided several different arguments that differentiate this end cap to the end cap of #1. Maintenance and Commercial operations are not allowed in this unit and there are not the same improvements (firewalls) in this unit as in #1, a \$5,000 investment, which adds to its value. Andy told the Board that the end cap is an additional 400 sq. ft. Andy said that Mr. Lantz had indicated that he would be agreeable to a \$20 increase versus a \$42 increase, with the rent being a total of \$53 for the end cap.

Gary Richter moved to approve the final lease for the End Cap Storage Unit to Hangar #22, at a rate of \$53 per month; second by Jim Polewchak. All Ayes.

Request by the Ellis County Sheriff's office to hangar their aircraft at Mid-Way Airport in a T-Hangar, provided by the Airport at no charge, and waiver of fuel flowage: Andy Biery told the Board that the aircraft which belongs to the Sheriff's Department was already being stored at the Airport by a tenant who had to leave due to the runway shortening. Arrae, Inc. is now storing the airplane for them. Andy said that he spoke to the Department and he was told that they do not have a budget approved by the Commissioner's Court to operate the airplane. They have to operate it within the existing budget. Andy said that it would cost the Airport \$2,300 in revenue to provide a hangar to them rent free. Andy said that he has spoken to both City Managers and they have spoken to the police departments, and no one has the money. However, the Cities would like time to discuss this further with the Sheriff's Department prior to Board action. After a lengthy discussion, this item was tabled until the next meeting. The Board asked Andy to draft a policy regarding fuel brought onto the Airport by tenants for use in their aircraft.

Disposal of old Airport owned fuel truck:

Jim Polewchak moved to approve sending the old Airport owned fuel truck to City auction; second by Gary Richter. All Ayes.

FY 2010 – 2011 Airport Budget: Andy Biery reported to the Board that next year, the Airport will only have about \$27,000 to spend on Ramp expenses (repairs), which is not much. Andy said that the budget will be much tighter because of the accounting of all the hangars, which is an additional \$36,000 worth of revenue that the Airport is losing. Andy told the Board that he placed \$7000 in Advertising and Promotions to market the runway expansion, and that he would really like to buy a front end loader for the tractor next year. Andy stated that at least \$6,000 in expenses needs to be trimmed from the budget, just to show us breaking even, and \$15,000 to \$20,000 to make it work. The Board agreed that they didn't want to request more than \$40,000 from each City, which has been the request in the past. Paula Baucum suggested that Andy find out if the Airport would qualify for Convention and Visitor Bureau money (Hotel/Motel Tax), which must be spent on promotional marketing for special events. Paula asked that the Board review the proposed budget for 2010 – 2011, and give Andy and Tammy suggestions on how to move forward. Andy said that the FY 2010 – 2011 budget will need to be approved at the next Board meeting, so that he can get it to the City of Waxahachie for final budget.

Public Comments:

Ken Lantz, 131 Airport Dr., Midlothian, Texas, registered to speak. Mr. Lantz wanted to address everyone in the room, his desire to see the current problems at the Airport get worked out, starting with good communication between the Board, Airport Manager, and the tenants.

Paula Baucum said that the personal conflicts and attacks need to be removed and get back to the job at hand, that the Airport is bigger than the individual personalities involved.

Adjournment: There being no further business,

George Kent moved to adjourn; second by Kent McGuire. All Ayes.