

MID-WAY REGIONAL AIRPORT JOINT AIRPORT BOARD MINUTES

A regular meeting of the Mid-Way Regional Airport Joint Airport Board was held on Thursday, September 16, 2010, at 4:00 p.m., in the Administrative Conference Room, at Waxahachie City Hall, 401 S. Rogers St., Waxahachie, Texas.

Members Present: Paula Baucum, Chairman
Gary Richter, Vice Chairman
Kent McGuire, Secretary
George Kent
Jim Polewchak
Ray Barksdale

Others Present: Andy Biery, Airport Manager
Tammy Bowen, Airport Operations

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

Minutes:

Ray Barksdale moved to approve the Minutes of August 12, 2010 as presented; second by Kent McGuire. All Ayes.

Financial Report: Andy Biery told the Board that the fiscal year at TxDOT has ended. YTD the Airport has received \$15,585 in RAMP reimbursements from them. There is one final payment request to turn in to them, which will result in approximately \$4,000 in additional revenues.

The Budget Cycle for this statement is 11/12's, or 91% complete. YTD the Airport has collected 142% of planned revenues, and expended 105% of expenses for a positive variance of \$116,810. Most of this money will go back to the City of Waxahachie in the form of payment for the corporate hangars. The expenses will be brought below 100% with the requested budget amendments in agenda item 6, which allocates the \$19,000 that was received to demo the asbestos, and the \$15,000 received as an insurance settlement to repair awnings.

Managers Report: Andy Biery reported:

Airport Operations for the month of August.

Airport Maintenance: The City of Waxahachie was contacted since the last meeting about the slim strips of metal that we have been finding at the Airport. The City said that they are off of their sweeper. The machine is in the shop currently, but will resume bi-weekly sweeping soon. The metal bristles are on the curb sweeper, which can be raised and not utilized. They will no longer use the metal bristles while sweeping at the Airport, but use the nylon brushes instead. This should help the problem.

Runway Extension: We have entered phase 4, which begins the widening of the existing runway, and overlay of existing pavements. The most recent schedule update from Austin Bridge shows a project completion date in late February. The work that would prevent use of the runway will be complete in January, with seeding, clean-up and other activities in February.

Terminal Renovation: The contract has been completed by TxDOT, and was delivered to our selected bidder, Scott Tucker Construction. TxDOT and Scott Tucker Construction are negotiating one final point on the contract, after which they expect to execute the document. We should see them here to begin planning and pre-construction by the end of the month.

Hangar Leases: The execution of the new hangar leases is nearly complete. We have four remaining that have not been returned, and eight that were not sent to those tenants with airplanes in non-compliance. With the recent confirmation from TxDOT of our direction, we will be bringing several leases to the Board's next regular meeting to consider individually for direction.

Hangar Rent Survey: A survey of local Airport rates and fees for hangar rental and fuel flowage was presented to the Board as requested in the previous Board meeting. Paula Baucum said that she would like to see Ennis and Hillsboro airport included on the survey. Also, Paula suggested that Andy note on the report the date of the last time there was a hangar rate increase at Mid-Way Airport. Paula told Andy that she would like to see a survey on the same Airports regarding fuel prices. Paula stated that there have been a couple of people mention that our Airport is pretty high on fuel prices.

Ken Lantz, Partner, Southern Star Aviation, registered to speak, told the Board that the reason that their fuel prices are higher than Airports such as Hillsboro and Lancaster is that they are ran completely by the City and they can charge a lot less per gallon over their purchase price, and still be within the City budget. Mr. Lantz said that it also has to do with the fact that when they purchase fuel, the price is based on how much fuel they purchase from the distributor, which is based on the quantity of gallons they normally pump. Mr. Lantz said that prices have also been affected because of where they have had to purchase their fuel lately, resulting in higher delivery fees.

Ken Lantz registered to speak regarding the Hangar Rent Survey. Mr. Lantz was concerned that the survey was not comparing Mid-Way Airport with similar Airports.

FY 09/10 Budget Revisions: Budget revisions were requested by the Accounting Department to allocate the funds received to abate asbestos and rebuild damaged awnings. The expenditures have not yet been added to the budget. Corrections need to be made to the final month statement to reflect the actual situation regarding the income and expenses of Box Hangars and corporate hangars, and the associated payments of same.

FY 10/11 Budget Revisions: Budget revisions were requested to add income categories for utility payments from tenants and payments to Cities for corrected rental amounts.

George Kent moved to approve the budget revisions for FY 09/10 and FY 10/11; second by Gary Richter. All Ayes.

Part 13 Complaint and FAA/TxDOT Response: Andy Biery reminded the Board about the tenant that had filed a formal complaint with the FAA on July 26 of this year making allegations of violations in our new lease agreement. Andy said that a meeting was conducted between the FAA, TxDOT, the tenant, several Board members and other interested parties. After the meeting, TxDOT issued a formal response by letter with their answers to the allegations and their suggestions. Andy said that the only minor infractions, are that we must designate an outdoor maintenance area, and allow tenants the opportunity to pay to have their fire extinguishers certified on their own.

Andy told the Board that both accounts can be handled by letter. It is suggested that tenants will be able to conduct maintenance activities not allowed inside their hangar, immediately outside their hangar, so long as the airplane is not immobilized, and does not present a block to the flow of others. In which case, we will designate an area near the self service fuel island to conduct maintenance during daylight hours only.

And said that on the issue of extinguishers, 4-6 weeks prior to the certification expiration which occurs each April, we will send a letter to all tenants allowing them the opportunity to have their extinguisher certified themselves, at their expense, and present the Airport with a certificate of compliance. The remaining tenants that do not "Opt out", will be done as a group by a vendor chosen by the Airport, and billed by the Airport at a later date.

Bill Fuller, Midway Aircraft Maintenance, registered as a speaker in regards to the need of Airport signage directed to vehicular traffic in the Airport Ramp area. Mr. Fuller had a complaint about an aircraft parking in the middle of the hangar ramp all day, preventing him from conducting his business. Mr. Fuller had a complaint about a tenant with an Eclipse jet, which is consistently dusting his hangar with jet exhaust. Mr. Fuller reminded the Board that a sweeper is still needed at the Airport.

Paula Baucum suggested that Mr. Fuller submit all of his complaints to Andy Biery in writing, so that he can address these issues.

Report from the Economic Development Sub-Committee: Paula Baucum explained to the Board that the Economic Development Sub-Committee has been discussing what the next step should be towards making the Airport grow, and with the help of TxDOT has come to the conclusion that the first thing that needs to be done would be to update the Airport's Development Plan. Andy Biery said that this would update our status in the TxDOT CIP plan for the next five years of project funding eligibility. The cost of the study is \$100,000, which will be funded by a 90/10 grant from TxDOT, making our share \$10,000. The cities of Midlothian and Waxahachie have already agreed to fund the study. Paula said that the Plan should be completed by Fall of next year.

Airport Development Plan Grant Expenditure:

Gary Richter moved to approve the Airport Development Plan Grant expenditure in the amount of \$10,000; second by Jim Polewchak. All Ayes.

Hangar Waiting List Request: Andy Biery reminded the Board that last month a request was made by the Sherriff's Department to be moved to the top of the Hangar Waiting List in order to get them in private space as soon as possible. Per the direction of the last meeting, the next occupant of the waiting list was contacted, and he offered to relinquish his spot and be moved to the bottom of the list in order to make the next spot available to the Sherriff. The next person on the list has made deposits to reserve the next 4 t-hangar spots. This results in no effect to the persons below him on the waiting list. Andy said that the Board's desire to do this was also confirmed by a letter from Bill Gunn of TxDOT. TxDOT also recommended that the airport impose a flowage fee for this self-fueler, in order to establish the precedent.

Jim Polewchak moved to approve the special request made by the Sheriff's Department to be moved to the top of the hangar waiting list for the next hangar, paying the full rate and complying with the lease to the fullest extent; second by George Kent. All Ayes.

Public Comments: There were no more public comments.

Adjournment: There being no further business,

Gary Richter moved to adjourn; second by Ray Barksdale. All Ayes.