

MID-WAY REGIONAL AIRPORT JOINT AIRPORT BOARD MINUTES

A regular meeting of the Mid-Way Regional Airport Joint Airport Board was held on Thursday, March 10, 2011, at 4:00 p.m., in the City Council Chambers, at Waxahachie City Hall, 401 S. Rogers St., Waxahachie, Texas.

Members Present: Paula Baucum, Chairman
Gary Richter, Vice Chairman
Kent McGuire, Secretary
George Kent
David Box
Kyle Ballard

Members Absent: Ray Barksdale

Others Present: Andy Biery, Airport Manager
Tammy Bowen, Airport Operations
Michael Scott, Assistant Manager, City of Waxahachie
Don Hastings, Manager, City of Midlothian
Doug Barnes, Director of Economic Development, City of Waxahachie
Kevin Strain, Council Member, City of Waxahachie
Jonathan Farmer, Design Engineer, KSA Engineers
Ken Lantz, Partner, Southern Star Aviation

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

Board Announcements: Paula Baucum said that Debbie Standefer is doing a great job in promoting the upcoming balloon festival for July 22nd – 24th.

Paula told the Board that she spoke to the Waxahachie City Council, Midlothian City Council and the Waxahachie Chamber to give them an update on the Airport, and the direction for this year. Paula said that she has been invited to speak to the Rotary Club of Midlothian in April and let the Board know that they were all welcome to be there, and participate.

Minutes:

Gary Richter moved to approve the Minutes of February 10, 2011 as presented; second by Kent McGuire. All Ayes.

Financial Report: A Financial Report was reviewed by the Board. Andy Biery told the Board that the Airport is 41% through the fiscal year budget cycle, and with the calculation of the \$40,000 City Contributions, YTD we have earned \$131,000 + \$80,000 = \$211,000 divided by our budget of \$406,496 = 52%, well ahead of plan. Current expenses are tracking at 48% for the year versus elapsed time of 41%. Andy said that if the Airport does not experience many further significant repairs, we will still complete the year within budget, with reserves.

Paula Baucum asked for an update on the AWOS. Andy Biery said that the silometer has been sent to Massachusetts for repairs, and we are arguing for warranty, since the AWOS has never been reliable.

Managers Report:

- a. Andy Biery reported Airport Operations for the month of February. At the request of both Midlothian and Waxahachie Fire Departments, there will be a training course held at the Airport to familiarize them with the construction of airplanes, and the Airport itself, so that they will know how to better respond in case of an emergency.
- b. FBO Report: Ken Lantz reported that fuel sales picked up a bit for February because the runway is back open and the weather has gotten better. The total sold was 5,596 gallons. Ken said that some of the regular jet flights are starting to return.
- c. Tenant Liaison Report: Andy Biery said that Ray Brindle was not present to give the report. Andy gave the Board a brief summary of what he was going to talk about. A tenant letter was recently sent out bringing everyone up to date on the Airport. Ray had forwarded a letter from a tenant supporting Southern Star Aviation, FBO, and praising them for their maintenance operation.

- d. Airport/Hangar Maintenance: Andy Biery reported that Mario has returned all of the equipment back to service for the mowing season. The Midlothian Parks Department has arranged to store a small Kubota tractor with a box blade and front loader at the Airport, which is available for us to use. With it we will be able to do some erosion control around the Airport. Repairs are still being made to the doors on T-Hangar Row #1. A full rebuild of the door units on this row have been added to our wish list for the upcoming development plan study.
- e. Midlothian Fire Department Hangar Inspections: The Midlothian Fire Marshall conducted semi-annual inspections of 15 hangars during the month of February. There were two hangars with minor infractions, and one with a major infraction. All three have been corrected, and met the Fire Marshals approval upon re-inspection.
- f. Runway 18 Approach Procedures: As of today, the new instrument approach to Runway 18 is in effect. These procedures will greatly increase the all weather usability of our Airport.
- g. Development Plan Study Update: A total of six submissions were received by TxDOT from various consulting and engineering firms for our upcoming development/business plan study. They will be forwarded to us for review and selection by the Economic Development Sub-Committee, with a recommendation for award at our next meeting.

Runway Construction Report from KSA Engineering: Jonathan Farmer, KSA Engineering, reported that the runway is now open and back to business as usual. The construction contract with Austin Bridge and Road is still open while maintaining the erosion until the grass has grown. A pre-final inspection was performed today, and there were a few areas that will need to be re-seeded. Once a final inspection is completed, the contract will be closed out and the one year warranty will begin.

Report from the Terminal Renovation Sub-Committee: David Box reported that the Committee decided to put French doors in the conference room to the hallway. The Committee decided to reduce cost by keeping the existing tile and countertop/display case in the terminal. There was an \$810,000. maximum, and with the changes it brought it down to approximately \$801,000. Andy Biery said that before the next Board meeting the Committee will be meeting with an interior designer to pick out colors, finishes and materials. The drawings will then go to 100%, be sent to TxDOT for final approval, and then they will give authority to go out for bids. Paula Baucum suggested that Tammy Bowen and someone with the FBO give input on colors and finishes.

Report from the Economic Development Sub-Committee: Gary Richter reported that the Committee will be going back to Navarro College to talk to them about starting a pilot training course.

Gary said that the Committee would like to build an Airport that is one stop shopping by bringing in other businesses to enhance what the FBO is doing. The RFP has been creating those types of interest.

Proposed Turf Runway Progress/Status: Andy Biery told the Board that a "Notice of Landing Area Proposal" was submitted back in October 2010 by Mr. Bill Gunn from TxDOT on our behalf for a 2000' x 60' grass runway on the east side of the Airport property. If approved, this would allow the glider operation to relocate their operations from the hard surface runway to an area outside the Runway Safety Area. The application is making progress toward approval, and has already cleared the first two levels of scrutiny. Big Q Aviation was asked to critique it, and inform us of any potential shortcomings of the site. If it is determined that the site will not work out for their operation, and there is nothing that can be done to make it work, then the issue could be considered in the upcoming development plan. This might require land acquisition to the east to further separate the activities.

Executive Session: The Airport Board adjourned into Executive Session to discuss personnel matters: Annual performance review for Andy Biery, Airport Manager, as permitted by Texas Government Code, Section 555.074, at 4:44 pm..

Regular Session: The Board reconvened to Regular Session at 7:32 pm. No action was taken.

Public Comments: There were no public comments.

Adjournment: There being no further business,

Gary Richter moved to adjourn; second by George Kent. All Ayes.